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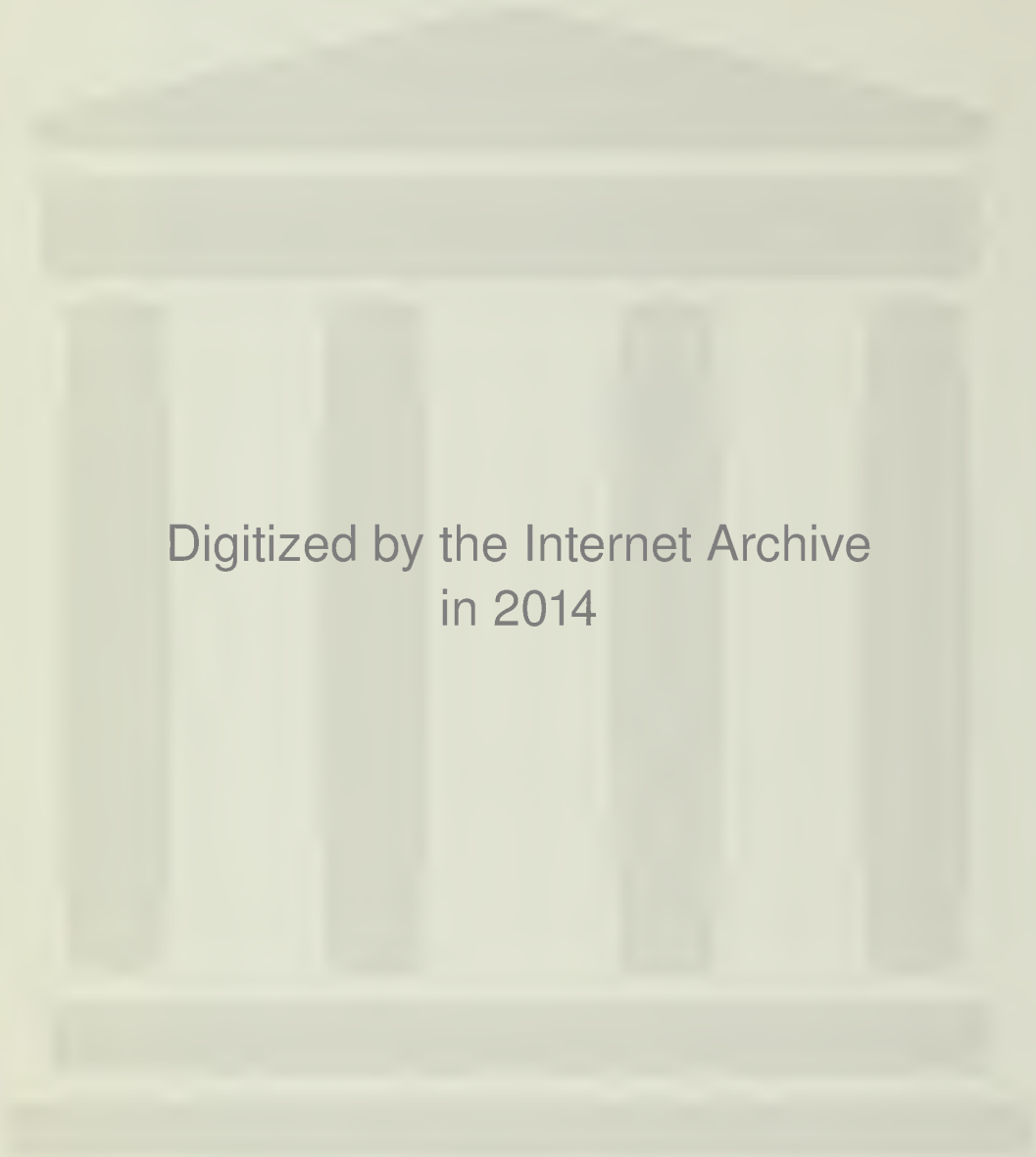

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COMMISSION MEETING

Minutes

January 6, 1976

The regular meeting of the San Francisco Public Library Commission was held January 6, 1976, in the Commission Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell, Casper, Pelosi and Bowles.

It was moved by Commissioner Bowles to approve the minutes of the December 2, 1975 meeting and seconded by Commissioner Stern and unanimously approved.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr received the letter of protest addressed to President Callanan regarding guidelines for attendance at Commission Meetings. New, more generous provisions for staff attendance are being discussed with staff and Guild representatives, and will be announced in the Official Bulletin in the near future.

2. The Neighborhood Bicentennial Committee will be using the Library Planning Office temporarily until electrical outlets are installed in BARC office space.

3. CVRP and San Francisco State University are submitting a preliminary request to HEW for a grant of $74,500. This will provide viewing facilities in two branches and one Main Department and make available video courses for credit in the curricula.

4. There will be an exhibit from the Spanish Consulate in June 1976 on the Exploration of California. It will consist of facsimile documents relating to our history and will be held in the Mission District.

5. Due to the ending of the Early Childhood Project, Dial-A-Story was to have ceased, but a generous donation of $700 by Fred Furth, local attorney, will pay the telephone bill through June 30, 1976. Letters of thanks were sent to him and to Herb Caen, in whose column the sad announcement had appeared.

6. Mr. Dave Belch reported on the increase in U.S. Postal charges and requested the Commission's approval to increase the postal reserve service charge to 15¢. It was moved by Commissioner Stern and seconded by Commissioner Van der Lieth that the reserve postal charge be increased from 10 to 15¢, the motion was unanimously approved.

7. Dr. Starr reported that he has been chosen to serve on the panel to select the 10 most distinguished San Franciscans of the year for the San Francisco Examiner awards.

cc 12

8. A letter has been sent to Assemblyman Willie Brown for his favorable comment on a TV Panel discussion relative to Mayor Alioto's appointment of Dr. Starr.

9. A letter has been sent to Mr. Rosenquist stating that Parkside Branch will no longer be used by the Transcendental Meditation groups since it was shown to be recruiting for a profit making venture.

10. Dr. Starr received a letter from Mayor Moscone requesting a reduced expenditure level in the 1976-77 budget, and justifications of all programs by cost effectiveness. In answer to this letter, Dr. Starr pointed out that any further cuts in the Library Budget would jeopardize library service and that we now receive only .0083% of the total city budget. Dr. Starr's complete answer is to be printed in the Official Bulletin for general staff information.

Mr. Belch, who is preparing the new budget, reported that the 1976-77 budget would include everything in the 1975-76 budget request plus additional personnel requests for a total budget of $10 million. This is an increase of $3.8 million over 1975-76. He also asked for a meeting with the Finance Committee of the Commission in the next week.

11. Dr. Starr will meet with Senator Cranston to talk over federal support, including CETA, for Libraries.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi stated that $215,000 in Fuhrman Funds have been reinvested at 6 5/8% for six months. Also, $10,000 in Special Collection funds has been deposited in a Wells Fargo Savings Account at 5% interest.

2. Reported on the deplorable condition of our rolling stock. He suggested that the public who are served by these vehicles be asked to come to public budget meetings to reinforce our requests for replacement of the four vehicles.

FRIENDS' REPORT
MISS MARY LOUISE STONG, PRESIDENT

1. Ms. Stong visited the Mayor's Office on New Year's Eve to see what had been done on the matter of obtaining the $25,000 needed for planning a new library, and the $3,500 owed Robert Meyer, Library Consultant. There was no definite answer at this time.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Mrs. Stern reported on her 15 years of active service to the Library, first in establishing the Friends of SFPL, and then as a member of the Library Commission. She was concerned that the change in City administration should

not greatly disturb or upset the Library's program, and quoted from Emerson Greeneway's report which stated that the Library Commission should have continuity of membership. She has, therefore, spoken to Jack Morrison and written Mayor George Moscone in this regard. She has asked that four appointments be carried over until their term ends.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Reported that Library Planning Coordinator, Griffith Stokes and Library Consultant, Robert Meyer are no longer with the Library and therefore the Committee has not been meeting, but, a meeting has been scheduled for the following Tuesday to see where to go from this point. Dr. Starr suggested a volunteer take over the job, e.g., Friends of the Library or KLA. Commissioner Van der Lieth will meet with Dr. Starr and discuss this possibility if planning funds are not forthcoming.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of December, 1975 in the amount of $2,975.88 to accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be accepted:

RESOLUTION #851

RESOLVED, that the Library Commission hereby authorizes the attendance of Victoria Susoev at the Special Libraries Association's "Workshop for Library Assistants", to be held January 8 & 9, 1976, at the University of San Francisco; expenses to be paid from the Bay Area Reference Center funds, as such funds permit.

3. Resolution #852 was deleted from the list of resolutions before the Library Commission.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #853

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves and Lee Lourea to attend the Midwinter Meeting of the American Library Association, January 17-24, 1976, at Chicago, ILL; travel expenses to be paid from the California Video Resource Project funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #854

RESOLVED, that the Library Commission hereby authorizes the attendance of Hella Rains at the Music Library Association Annual Mid-Winter Meeting to be held in Seattle, Washington, February 4-7, 1976; travel expenses to be paid from State funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #855

RESOLVED, that the Library Commission hereby authorizes Tina Donohoe and Shirley Williams to attend a Two-day Workshop for Library Assistants, January 8 & 9, 1976, at the University of San Francisco; registration expenses to be paid from State funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #856

RESOLVED, that the Library Commission hereby authorizes Anne Kincaid, Helen Cannon and William Ramirez to attend the California Library Association Council meeting, January 10, 1976, at the Sheraton Inn, Los Angeles Airport; travel expenses to be paid from State funds, as such funds permit.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #857

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris and Nancy Kellum-Rose at the Midwinter Meeting of the American Library Association, January 18-24, 1976, at Chicago, ILL; travel expenses to be paid from regular Library travel funds, as such funds permit.

9. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #858

RESOLVED, that the Library Commission hereby authorizes the attendance of Linda Geistlinger at the Midwinter Meeting of the

American Library Association, January 18-24, 1976, at Chicago, ILL; travel expenses to be paid from State funds, as such funds permit.

10. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #859

RESOLVED, that the Library Commission hereby authorizes the attendance of Christina Gee and Christine Collins at a UN documents training session sponsored by the United Nations Institute for Training and Research, January 13-16, 1976, in New Yor; partial travel expenses to be paid from State funds, as such funds permit.

11. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #861

RESOLVED, that the Library Commission accepts a gift from Dora D. Ide in the amount of $500. Said gift to be used as the Library deems necessary.

12. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #862

RESOLVED, that the Library Commission accepts a gift from an anonymous donor in the amount of $300. Said gift to be used for the purchase of catalog trays located in General Reference Department.

13. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, to pay monies due and owing Mr. Robert S. Meyer & Associates, who are working with the Library Planning Committee; to be paid as soon as possible.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper and seconded by Commissioner Bowles and unanimously approved, that the following resolution be adopted:

RESOLUTION #860

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of December, 1975.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER NANCY PELOSI

1. Spoke on proposed play structure for Park Branch Library. The group involved has no further funding at present time. They are waiting for basic approval to build it, then hope to get volunteer money and some student body funds from San Francisco State. However, some Library patrons feel they do not want the proposed play structure. Mrs. Henrietta Abrams expressed an opposition view to the structure. Commissioner Pelosi plans to meet with neighborhood groups on the matter.

2. Mrs. Pelosi spoke to Mr. E. Siegel of Baltimore's Enoch Pratt Free Library who has been working under the older Americans Act for their Outreach program. She hopes to see if we can apply it here.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER HENRY M. BOWLES

1. Reported on last meeting with representative of San Francisco School District. They have a group ready to get together with the Library on getting a better working relationship between the Public Library and San Francisco School's District. Their representative will phone Dr. Starr for a meeting time.

COMMUNICATIONS

Maxine Jenkins, representing Ms. Esther Erford, Secretary to Mr. Dave Belch of Public Information Office, in her effort to gain proper lighting at her desk presented a chronology of this case and reported that she had not been able to move the supplemental request for $877.20 out of the Mayor's Office. Since Ms. Erford's temporary location in the Order Department is inadequate it was suggested that the $500 that had been donated to the Library along with funds from other means be used to fix lighting in the PIO. Commissioner McDonnell motioned that the $500 along with other funds be used to improve the lighting. The motion was seconded by Commissioner Casper and unanimously approved.

It was moved by Commissioner Callanan, seconded by Commissioner Casper and unanimously approved, that the January 6, 1976 meeting be ajourned at 5:15 PM.

The next regular meeting will be held Tuesday, February 3, 1976 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

January 6, 1976

RESOLUTION NO. 860

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1975, be approved:

1422 Jr. Clerk Typist
Leonore Conde

3602 PT Page
Geoffrey Yuen

3602 PT Page
Carol Poong

3630 Librarian I
Jacqueline Smeeth
Gerald Smith
Patricia Smith

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Margaret Tom

3602 PT Page
Gwendolyn Westbrook

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

Minutes

January 20, 1976

The special meeting of the Library Commission was held January 20, 1976, in the Commission Room, Main Library.

The meeting was called to order at 12:10 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell and Pelosi.

SPECIAL ORDER OF BUSINESS

Dr. Starr reported that the only additions to the 1976-77 Public Library Budget was for personnel. He thanked Mr. Dave Belch, Mr. Chris Cervelli and Mr. Dave Murphy for their time and effort in coordinating the Budget.

After discussions and comments, it was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the 1976-77 Public Library Budget in the amount of $9,906,507 be adopted.

There being no further business to transact, a motion was made by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, to adjourn the special meeting at 12:30 P.M.

The next regular meeting will be held Tuesday, February 3, 1976 at 3:30 P.M.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

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COMMISSION MEETING

Minutes

February 3, 1976

The regular meeting of the San Francisco Public Library Commission was held February 3, 1976, in the Commission Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan. There was a moment of silence in memory of Mr. Carl W. Stern.

On roll call, the following were noted present: Commissioners Callanan, Stern, McDonnell, Pelosi and Casper.

It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved to accept the minutes of the January 6, 1976 Commission meeting.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. In a meeting with Mr. Rudy Nothenberg of the Mayor's Office, on January 30th, Dr. Starr was assured that the Library would receive a full, fair hearing. Mr. Nothenberg stated that he is implementing a new element into the budget process in San Francisco. That is, the opportunity for department heads and department staff to make a full, formal presentation to him of their budget before any possible cuts. There will be no cutting without regard to programs of departments.

2. A number of weeks ago there was a meeting in the History department as to the unshelved books that are piling up there. At that meeting Mr. Ramirez suggested that part of the department close down to work on a major reshelving operation. This has been done and an enormous amount of books have been reshelved. Dr. Starr and Mr. Ramirez thanked the members of the History department and other departments for their help with this situation.

3. Mrs. Goodwin stated that Technical Services also has a similar problem due to the shortage of staff. Hundreds of sets of catalog cards are ready to match with books for processing. The staff of Technical Services will try a task force approach on this problem on February 4, 1976.

4. Dr. Starr called upon Mr. Richard Reineccius, who works on the American Issues Forum staff, to report on programs that will be going on around the City through May 29th. Mr. Reineccius passed out pamphlets outlining the topics, to the Commissioners. On Thursday, February 5, 1976, there will be a meeting in the Main Library about a possible celebration at the Ortega Branch for the Bicentennial. The Neighborhood Bicentennial Celebration is coordinating celebrations all over the City between now and October. On the basis of what people do during these celebrations, they will be awarded cash prizes in the form of capital improvements to that neighborhood. Also, the Library will be receiving several pictorial walls of the icing from the Bicentennial Cake that was on display at the Emporium department store.

5. Dr. Starr stated that the Coalition of Neighborhoods is now located in the Library near the BARC Office. He thanked the Commission for allowing this space.

6. There is a possible Poets Day Festival in the works for San Francisco, which would include poets from all over the world. Dr. Starr feels that the Library should get involved in this project, and has written an article on Poetry in San Francisco for a recent issue of City Magazine.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The Finance Committee of the Board of Supervisors lifted the freeze on funds for an air ventilation system in Technical Services in the amount of $18,400. Work will soon begin.

2. The Finance Committee has also approved the funds for better lighting in the Public Relations Office.

3. Mr. Cerasi read a resolution, drawn up by the Board of Supervisors, requesting Boards and Commissions to hold some of their meetings in the evenings or at times when more of the public may attend. After some discussion the Library Commission referred this matter to the Library Extension Committee for a report and recommendations on time and locations at the next meeting. It was moved by Commissioner Stern, seconded by Commissioner Casper and unanimously approved to comply with this request of the Board of Supervisors. Flyers will be made up each month to notify the public where and when meetings will take place.

FRIENDS' REPORT
MISS MARY LOUISE STONG

1. No report.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Mr. Ramirez stated that Task Force reports for planning on the Addition to the Main Library have appeared in two successive issues of the Official Bulletin.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. Report of expenditures from the Fuhrman Fund for the purchase of books for the month of January, 1976, was not available. Approval will be considered at the March meeting.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #863

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris at the California Library Association Library Development and Standards Committee meeting in Los Angeles, CA, January 9, 1976; expenses to be paid from City travel funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #864

RESOLVED, that the Library Commission hereby authorizes the attendance of Lorraine Fitzgerald and Gertrude Donohue at the Two Day Workshop for Library Assistants held January 8 & 9, 1976, at the University of San Francisco; registration expenses to be paid from State funds, as such funds permit.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #865

RESOLVED, that the Library Commission hereby authorizes the participation of Anne Roughton and Sue Critchfield in presenting a BARC field workshop at the Willows Public Library, Willows, CA, on March 5, 1976, for librarians of the North State Cooperative Library System; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #866

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid, Dorothy Hult, Stephanie Row and Effie Lee Morris at the Media Education Conference of California, February 13, 1976, at the Civic Auditorium in San Francisco; registration expenses to be paid from State funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #867

RESOLVED, that the Library Commission hereby authorizes the attendance of Miles Hamada to take ten weeks of Japanese language lessons from a tutor, Mr. Y. Matsuoka, Principal of Kinmon

Gakuen Japanese School; expenses to be paid from State funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #868

RESOLVED, that the Library Commission hereby authorizes the attendance of Carol Baumann and Lori Croskey at the ABAG (Association of Bay Area Government) annual general assembly on Earthquakes held February 11, 1976 at the Oakland Museum; registration expenses to be paid from State funds, as such funds permit.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Pelosi and unanimously approved, that the following resolution be adopted:

RESOLUTION #869

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Roughton and Audrey Powers at the Instructional Development Training Seminar for Teachers of Library and Information Science, given by the Center for the Study of Information and Education of Syracuse University, at Monterey, CA, March 12-15, 1976; registration and expenses to be paid from Bay Area Reference Center funds, as such funds permit.

Commissioner Pelosi requested that the people who attend workshops, conferences, etc. be asked to make a report to the Commission about the activities at these meetings.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted with the correction of December, 1975 changed to January, 1976.

RESOLUTION #870

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of January, 1976.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER NANCY PELOSI

1. No report.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER HENRY M. BOWLES

1. Bicentennial Committee report made previously, by Mr. Reineccius, under City Librarian's Report.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. The Library Commission, Friends and KLA had a meeting with Mayor Moscone about the Library. The Mayor was non-committal about a new main library on Marshall Square. Commissioner Stern stated that all in all she had a good feeling about the future of the Library under the new administration.

2. Commissioner Stern reported for the Library Planning Committee. A substantial amount of work has been completed, but funds are needed for a library consultant and a few other purposes if work is to continue in a positive way. Therefore, the Library Planning Committee request a $50,000 emergency supplemental appropriation for planning of a new addition on Marshall Square. A motion was made by Commissioner Stern, seconded by Commissioner Pelosi and unanimously approved, for the request.

3. Mrs. Stern spoke of some of her late husband's generous and positive actions during his lifetime. Commissioner Callanan stated that Mrs. Stern had the sympathy of the full Library Commission.

COMMUNICATION

1. Mr. Cerasi read a letter to the Commission from a Friend of the Library, Evelyn M. Webb, about the Jack London exhibit on the second floor of the Main Library.

2. A copy of a letter was read to the Commission, addressed to the Mayor from the Friends of Noe Valley asking for no further freezing of positions in the Libraries.

ADJOURNMENT

There being no further business to transact, it was moved by Commissioner Casper, seconded by Commissioner McDonnell and unanimously approved, that the February 3, 1976 meeting be adjourned at 5:00 P.M. in the memory of Mr. Carl W. Stern.

The next regular meeting will be held Tuesday, March 2, 1976 at 3:30 P.M. in the Commission Room, Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary, Library Commission

January 3, 1976

RESOLUTION No. 870

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1975, be approved:

3602 PT Page	3602 PT Page
Gee, Howard	Yuen, Geoffrey
Poong, Carol	

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page	3602 PT Page
Tom, Margaret	Westbrook, Gwen

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COMMISSION MEETING

Minutes

March 2, 1976

The regular meeting of the San Francisco Public Library Commission was held March 2, 1976, in the Commission Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell, Pelosi, Bowles, and Casper.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, to accept the minutes of the February 3, 1976 Commission meeting.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. On Wednesday, February 25, 1976 a meeting on the Library's budget was held at City Hall with Mr. Rudy Nothenberg, Dr. Starr, Mr. Belch and Mr. Cervelli in attendance; Mayor Moscone appeared during the course of the meeting. Dr. Starr felt that Mr. Nothenberg and his staff were very well informed as to the budget, they had read everything that we had submitted to them, even the Library work program.

Mr. Belch stated that Miss Mary Burns will be our liaison out of the Mayor's Office and that Mr. William Bault, of Mr. George Grubb's staff, will be responsible for our budget and supplemental requests. He also stated that the Mayor's Office said we are to proceed as though the CETA program will be refunded by the government through June, 1977. They are also looking for ways to maximize any income that the Library has. They have asked Mr. Belch to do a study on what would happen if we raised the fines for overdue books. Mr. Belch has been doing the study and he feels hesitant about raising fines, because it is becoming increasingly difficult to even collect the present fines.

Mr. Nothenberg said that when they come up with their recommendation for our budget, they will call us back again to talk with them about it. Then this budget will be forwarded to the Board of Supervisors before the 15th of April. It will then be the Mayor's Office budget and they will fight for what is in this budget before the Board of Supervisors, as they will do for all the City Departments.

Mr. Belch stated that there will be a public budget meeting on Thursday, March 25, 1976 at 7:00 P.M. in the Commission Room, Main Library, with 75 civic clubs being notified of it.

2. Mrs. Goodwin reported on PLSA funds. The per capita grant to be given the Library this year is $17,488.00. The State is working toward concluding the expenditure of these grants within the fiscal year, so this amount must be expended by December 31, 1976.

3. The Mayor's Fiscal Policy Committee has recommended the release of $100,000 more of our book budget monies, which will come up at the Finance Committee on March 3rd.

Mrs. Scannell reported that the Fiscal Committee has also released $9,047.00 to go to the Finance Committee on March 3rd. This money is for equipment and furniture for the Chinatown and Mission branches.

4. Dr. Starr had a meeting with Mr. Lawrence Ferlinghetti and Mr. Neeli Cherkovski, both of whom are poets, about an International Poetry Festival in San Francisco. The festival will be held in October, 1976 at the Veterans Auditorium. Commissioner Callanan stated that he will ask the Art Commission if they could supply the needed clerical staff for this project. It was suggested that the poets group file incorporation papers as a non-profit organization, and that a budget be written up and taken to a foundation for the financing. It was moved by Commissioner Bowles, seconded by Commissioner Van der Lieth and unanimously approved, to lend office space from the Main Library to the poets for this festival.

5. It was announced, as a result of a meeting on February 26th, that the Library and the School District will shortly announce plans for a "War on Illiteracy". A second meeting will be held March 3rd, to make further plans for the joint project.

6. It was moved by Commissioner Pelosi, seconded by Commissioner Stern and unanimously approved, to adopt the proposed schedule for future Commission meetings, with the time changed to 7:00 P.M. instead of 7:30 P.M. It was stressed that full publicity be planned to announce each meeting. It was decided, though, that there be no rigid formula in case, the Commission felt that a meeting held some time and place other than the scheduled time and place would benefit the libraries more. It was so ordered.

Commissioner Pelosi thanked Mrs. Scannell, Mr. Ramirez and Mr. Cerasi for drawing up this proposed schedule. (A copy of the schedule is attached.)

7. At the CLA Government Relations Committee meeting in Los Angeles on February 28th, Dr. Starr read a drafted paper that Mrs. Goodwin had written up. He reported that this paper has become the CLA's position now with some emendations.

8. Miss Morris and Mr. McNamee reported to the Commission about their views of and activities at the ALA Midwinter conference which both had attended in January.

Miss Morris touched on a wide variety of subjects, including a Council resolution for permanent part-time employment; lists to aid in acquiring Vietnamese language materials; user-oriented standards to be published by the Public Library Association; a Children's Service Division program being planned on school and library cooperation for the July conference and also a workshop on the handicapped child and provision for mainstreaming these children.

Mr. McNamee spoke of intertype library cooperation and ALA Executive Board and Council meetings. The July, 1976 conference will be the ALA's Centennial conference and he hoped that at least one Commissioner would be able to attend the Chicago Meeting, July 17-24.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi announced that Miss Anne Kincaid has received a permanent appointment as Coordinator of Adult Services. The Commission congratulated Miss Kincaid on her new appointment.

2. Mr. Cerasi stated that a report on the Air Ventilation System at 45 Hyde Street will be given at the next Commission meeting.

It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, to accept the Library Administration Reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. The Commission congratulated Mrs. Macduff on her new appointment as President of the Friends.

Mrs. Macduff stated that the two main purposes of the Friends of the SFPL are to 1) build community support for the Library, and 2) help the Library observe its purpose to serve the people of San Francisco. She stated that she will do her best to promote these two purposes while she is President.

2. There has been a promotion campaign going on these last weeks with the slogan "Meet Me At The San Francisco Public Library". It will be promoted through radio and television in the near future.

3. A brochure for the Docent program has been prepared, and announcement was made of a Speaker's Bureau to be conducted by the Friends.

4. The Book Sale Preview will be on March 11, 1976 at 5:00 P.M. at Polk Hall.

5. Miss Stong new President of Keep Libraries Alive, and Past President of the Friends, stated that the Commissioners, as a Commission, have a real responsibility to be at the March 25th public budget meeting and she hoped that notices would be sent out to each in advance as reminders to be there.

6. Miss Stong reported on the meeting with Miss Mary Burns, the Library's liaison person in the Mayor's Office. The meeting was held to discuss the $50,000 planning money which was requested at our February Commission meeting. It is too late to go for a 1976 bond issue so it was asked if we could have $8,000 of this money for a consultant so that we could get the building program completed. No final comment was made at this meeting.

7. Commissioner Stern asked that a formal resolution be written up for Miss Stong telling of our appreciation and thanks to her for all the work she has done for the Library in the past years. It was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved. to do so.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. Due to the fact that it has become too late and we do not have the money to prepare for a 1976 bond issue, it was moved by Commissioner Stern, seconded by Commissioner Van der Lieth and unanimously approved, to postpone the November 1976 bond issue for a new library addition on Marshall Square until November 1978. The motion was so ordered.

It was moved by Commissioner Bowles, seconded by Commissioner Stern and unanimously approved, to ask for, in resolution form, an immediate $8,000 of our $50,000 supplemental request for planning money with the remaining $42,000 to be added to our budget for next year. It was so ordered.

BUDGET AND OPERATION COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the months of January and February, 1976 in the amount of $1,180.20 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Bowles and unanimously approved, that the following resolution be adopted:

RESOLUTION #871

RESOLVED, that the Library Commission hereby authorizes the attendance of Kevin O. Starr at the CLA Government Relations Committee meeting on new public library funding legislation in Los Angeles, CA, February 28, 1976; expenses to be paid from State funds, as such funds permit.

3. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #872

AUTHORIZING THE PUBLIC LIBRARY APPLICATION FOR AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE CALIFORNIA STATE LIBRARY FOR MINORITY RECRUITMENT TRAINING FUNDS.

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the assistance of minority students in training for librarianship; and

WHEREAS, members of minority groups are under-represented in the library profession statewide and in San Francisco; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California for funds to sponsor students for such training; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for 1976-77 as provided by such grants, not to exceed $15,000, as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution be adopted:

RESOLUTION #874

AUTHORIZING APPROVAL AND SIGNATURE OF CONTRACT AGREEMENT NO. 6787 BETWEEN THE SAN FRANCISCO PUBLIC LIBRARY AND THE STATE LIBRARIAN OF THE STATE OF CALIFORNIA FOR A PUBLIC LIBRARY SERVICES GRANT.

WHEREAS, the State of California under the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a grant in the sum of Seventeen Thousand Four Hundred Eighty Eight dollars ($17,488.00) as specified in Contract Agreement No. 6787; and

WHEREAS, Resolution No. 867-75, (file no. 84-75-5) adopted by the Board of Supervisors of the City and County of San Francisco and approved December 23, 1975 authorizes the acceptance of said State funds; therefore, be it

RESOLVED, that Kevin O. Starr, City Librarian, is hereby authorized to sign Contract Agreement No. 6787 between the San Francisco Public Library and the State Librarian of the State of California as our representative.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

RESOLUTION #875

RESOLVED, that the Library Commission hereby authorizes the attendance of Sue Critchfield and Anne Roughton at the spring meeting of library system librarians, at the Huntington Beach Public Library in Hungtington Beach, CA, on March 5, 1976; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Casper, seconded by Commissioner Bowles and unanimously approved, that the following resolution be adopted:

RESOLUTION #873

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of February, 1976.

2. Commissioner Casper asked that a memo written to the Commission from Miss Morris concerning Mr. John Fetros, be taken up between Dr. Starr and the parties involved. Then if a satisfactory result cannot be obtained to refer it back to the Commission.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER NANCY PELOSI

1. Commissioner Pelosi requested that the branch hours, as they now stand, be continued until a new Library Commission is appointed. It was so ordered.

COMMUNITY AFFAIRS AND BICENNTENIAL COMMITTEE
COMMISSIONER HENRY M. BOWLES

1. The American Issues Forum, as part of our 1976 outreach program, will continue through June, 1976.

2. Commissioner Bowles stressed the importance of our meeting with the School District on the new joint project, and of not polarizing ideas too soon.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that what she wanted to report on had already been reported by Miss Stong under the Friends' report. She wanted to stress the point that as far as public relations and publicity she feels we must think of the institution, the Library, as a first priority, and keep dignity foremost in mind. Commissioner Stern will start a Public Relations Committee again within the year.

COMMUNICATION

None.

Commissioner Callanan asked of the Commission a decision on the Commission By-Laws as they affect election of officers. It was moved by Commissioner Bowles, seconded by Commissioner McDonnell and unanimously approved, to continue the present slate of officers until a new Library Commission is appointed. It was so ordered.

ADJOURNMENT

There being no further business to transact, it was moved by Commissioner Casper, seconded by Commissioner McDonnell and unanimously approved, that the March 2, 1976 meeting be adjourned at 5:45 P.M.

The next regular meeting will be held Tuesday, April 6, 1976 at 7:00 P.M. at the Richmond Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

1976 SCHEDULE FOR LIBRARY COMMISSION MEETINGS

All meetings to begin at 7:00 P.M.

DATE	PLACE
April 6	Richmond Branch
May 4	Main Library
June 1	Noe Valley Branch
July/August	Main Library
September 7	Park Branch
October 5	Main Library
November 3	Ortega Branch
December 7	Main Library

March 2, 1976

RESOLUTION No. 873

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1976, be approved:

3602 PT Page	3602 PT Page
Caskey, Marilyn	Sanz, James
Lara, Raphael	Woo, Calvin
Millar, Barry	Wu, Howard

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page	3602 PT Page
Bianchi, Edward	Low, David
Figone, John	Quan, Maureen
Jackson, Carletta	Rodriguez, Anna

DOCUMENTS
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SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

April 6, 1976

The regular meeting of the San Francisco Public Library Commission was held April 6, 1976 at the Richmond Branch Library.

The meeting was called to order at 7:25 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Stern, Van der Lieth, McDonnell, Bowles and Pelosi. Commissioner Casper was excused.

It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, to accept the minutes of the March 2, 1976 Commission meeting with a correction made on page three, item five, under the Friends' Report that Miss Stong is not the new President of Keep Libraries Alive. Mrs. Billie Schuler is the new President.

Commissioner Callanan welcomed everyone to the Library Commission's first evening meeting.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr reported to the Commission that Saturday work will start being assigned equally in the Branches. No longer will seniority or classification be a factor in whether or not a person works on Saturday. He stated that no one day is worse or better than any other day.

2. A preliminary draft of the section of the Riles Commission report on the San Francisco Public School District which deals with the relationship of the San Francisco Public Library and the School District was received on Tuesday, April 6, 1976. Discussion among the Commissioners followed the reading of this draft. A committee made up of Commissioners Bowles (Chairman), Stern and McDonnell will work on the policy and planning issues raised in relation to the recommendations of the Riles Commission report.

3. Dr. Starr announced that he had to cancel his scheduled trip to the Urban Libraries Council meeting in Louisville, KY and his trip to Washington, D.C. on matters relating to urban library funding, because of the Library's situation during the present strike.

4. The Judah L. Magnes Memorial Museum opened its successful exhibit on the contributions of the Jews to the San Francisco Bay Area about three weeks ago. The exhibit will be in the Main Library the week of April 19th. This program is sponsored by the American Issues Forum.

5. Dr. Starr has been invited to be the keynote speaker at the annual conventions of the Nebraska and Washington State Library Associations during the month of May.

6. The cleaning of the smoke-damaged books belonging to the Fitzhugh Ludlow Memorial Library is being done by volunteers from the Friends of the Library; it is almost completed and Dr. Starr is trying to find a place for the collection in the Library. Mr. Michael Aldrich, one of the four owners of the collection, described its contents as 5,000 books and 5,000 ephemeral items of drug related material. He thanked the Library for its help and indicated that it is hoped the collection will come to our Library on a permanent loan. Commissioner Callanan asked that Commissioner McDonnell look into negotiations for such an arrangement.

Commissioner McDonnell was also asked to follow up a similar offer from the California Genealogy Society for their library.

Dr. Starr confirmed his intent to continue a policy of aid and encouragement to private and special libraries with the hope that future donations to the San Francisco Public Library might result from such solicitude.

7. Mr. Dave Belch was called on to report on the progress of budget negotiations with the Mayor's Office. As of now, the situation is still undetermined and details of the Mayor's budget will not be available until April 15th. Mr. Belch did report that we will not receive funds for the CLSI charging system in our budget, but that an overall increase of 6% seems probable.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi stated that he was disappointed about the budget for one reason only, that being the failure to add a Senior Accountant position. He feels this position is vital for the business operation of the Library. Dave Belch stated that he had made this point as strongly as he could when meeting with the Mayor's staff about the budget. Commissioner Stern made a suggestion that perhaps interns could be found to help in this situation.

2. Mr. Cerasi read the names of five branches whose leases are up for renewal. They are the Glen Park, Ingleside, Visitacion Valley, Ocean View, and Portola Branch Libraries. There followed discussion as to whether we could find other locations for some of these branches that might cost us less. The Library Extension Committee under Commissioner Pelosi was assigned to work with Mr. Cerasi and the Real Estate Department on this and have a recommendation for the next meeting.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff announced that the Annual Book Sale had netted a profit of $23,620.61. There will be a meeting on April 7th to discuss the spending of this money, in the best way possible, for the needs of the Library.

2. It was reported that the Friends will participate in a Bay Area Volunteer Fair, to be held at Fort Mason on Saturday and Sunday, April 24th and 25th at 10:00 A.M. to 4:00 P.M. The Whole World will participate on Saturday, and the

Friends have arranged for Toad the Mime and a singer from the Renaissance Pleasure Faire to perform on behalf of the Library.

3. Mrs. Macduff stated that the efforts to get the $8,000 needed for a Planning Consultant should be continued until the money is received. Planning for the addition to the Main Library should be completed and kept in readiness for a ballot proposal.

4. Mrs. Macduff reported that she had attended a meeting with the section of the Riles Commission that dealt with the relationships between the Library and the School Department, and that the main concern was to work out a schedule for class visits between the Library and the Schools on some kind of regular basis.

5. Mrs. Billie Schuler, President of Keep Libraries Alive, stated that she was pleased with the willingness of Miss Mary Burns, who is the Library's Liaison from the Mayor's Office, to listen in disucssions about the Library's Budget.

MAIN LIBRARY COMMITTEE
COMMISSIONER ELSIE LISLE VAN DER LIETH

1. No report.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER TIMOTHY L. MCDONNELL

1. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of March, 1976 in the amount of $6,291.62 be accepted.

2. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution #876 be adopted:

> RESOLVED, that the Library Commission hereby authorizes Vivian Goodwin to attend the California Public Library Systems Council meeting in Los Angeles, CA, March 12, 1976; expenses to be paid from City funds, as such funds permit.

3. Resolution #877 was cancelled.

4. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution #878 be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid, William Ramirez, Eunice Parker and Helen Cannon at the CLA Council meeting at the Los Angeles Airport, Los Angeles, CA, April 24, 1976; expenses to be paid from State funds, as such funds permit.

5. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution #879 be adopted:

RESOLVED, that the Library Commission hereby authorizes the participation of Anne Roughton in presenting two BARC field workshops at Alturas, CA on April 8, 1976, and at Redding, CA on April 9, 1976. Betty Carr of the North State Library System will help in these workshops. Expenses to be paid from the Bay Area Reference Center funds, as such funds permit.

6. It was moved by Commissioner McDonnell, seconded by Commissioner Bowles and unanimously approved, that the following resolution #880 be adopted:

RESOLVED, that the Library Commission hereby authorizes the participation of Gilbert McNamee and Michael Martin in presenting a workshop on Genealogy at Chico, CA, on May 21, 1976; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

7. It was moved by Commissioner McDonnell, seconded by Commissioner Van der Lieth and unanimously approved, that the following resolution #881 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Peggy Pavelski and Roberto Esteves at the International Industrial Television Association, March 27-28, and the Association for Educational Communication and Technology conventions in Anaheim, CA March 28-April 2, 1976; expenses to be paid from the California Video Resource Project funds, as such funds permit.

8. It was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the following resolution #882 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Communications Policy in the Public Interest conference to be held May 7-8, 1976 in Boulder, Colorado; expenses to be paid from the California Video Resource Project funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER DOROTHY M. CASPER

1. It was moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved, that the following resolution #883 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of March, 1976.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER NANCY PELOSI

1. Commissioner Pelosi commented on the fact that this meeting is the Commission's first neighborhood evening meeting and she did notice that there

were some people who had not been seen at previous meetings. She thanked Mrs. Irma Laye for her hospitality at the Richmond Branch, and complimented Mrs. Nieman for the attractive appearance of the branch Children's Room in which the meeting was held.

COMMUNITY AFFAIRS AND BICENNTENIAL COMMITTEE
COMMISSIONER HENRY M. BOWLES

1. Commissioner Bowles stated that he had no report to make, but he wanted to commend the staff for maintaining services and programs as well as they have during the City craft worker's strike.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern drew attention to the Friends and thanked them for all the help they have given to the Library during this time of the strike and for National Library Week publicity.

2. She stated that the papers are reporting the Main Library's open hours during the strike and have noted that the branches should be called individually to determine their opening hours.

COMMUNICATIONS

None.

There was a lengthy discussion about the hours and schedules of the staff during the City strike. The Librarian's Guild wanted to know how these hours were decided and what considerations were made in deciding them. Dr. Starr stated that the Main Library hours were set after discussions with the Mayor's Office and President Callanan, on the basis of the emergency caused by the strike. After further discussion it was moved by Commissioner Van der Lieth, seconded by Commissioner Stern and unanimously approved, to adjust the hours of the branches on the basis of whatever is best for the staff who operate them. This will enable some branches to remain open at night and hold scheduled programs. Safety precautions were also discussed.

Miss Morris reminded the Commission that there will be a lecture given on April 14, 1976, about "Growing Up In America". This lecture by Jean Fritz, author, is being given in cooperation with the American Issues Forum. It will be at 4:00 P.M. for the children and 7:00 P.M. for adults.

Commissioner Callanan stated that there would be an Executive session held after the Commission meeting to discuss Dr. Starr's request for leave of absence to write the second volume of his work "Americans and the California Dream".

ADJOURNMENT

There being no further business to transact, it was moved by Commissioner McDonnell, seconded by Commissioner Stern and unanimously approved, that the

April 6, 1976 meeting be adjourned at 9:15 P.M. There being no objection, it was so ordered.

The next regular meeting will be held Tuesday, May 4, 1976 at 7:00 P.M. at the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

April 6, 1976

RESOLUTION NO. 883

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1976, be approved:

3602 PT Page
Richard Cavellini
Dudley Jones
Mabel Lam
Steven Lee
Wilson Lock

3602 PT Page
Kelvin Low
Sharon Scott

3632 Librarian II
Joan Draper

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Kathleen Bourne
Irene Choy
Leonardo Flores
Dudley Jones
Claudia Lee

3602 PT Page
Angelica Lofton
Donald Mark
Robin Millar
Kenneth Sum

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SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

May 4, 1976

The regular meeting of the San Francisco Public Library Commission was held May 4, 1976 at the Main Library.

The meeting was called to order at 7:10 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Stern, Weisberg and Yung. Commissioner Richardson was excused.

Commissioner Callanan welcomed the five new Library Commissioners and stated that he believed their new role would be a rewarding one.

It was moved by Commissioner Stern, seconded by Commissioner Englander and unanimously approved, to accept the minutes of the April 6, 1976 Commission meeting with the following added to page five:

> Miss Morris spoke to the topic of the Riles Commission Draft on School and Public Library Cooperation which had been discussed earlier in the meeting. She said that it includes many conceptual and factual inaccuracies and raises expectations which are unrealistic. The Library has been asked to respond to the document which was just received this afternoon. Miss Morris will discuss the draft with the children's librarians and report back.
>
> She also reported that she would be attedning a meeting of School Librarians on April 7, 1976, at Sanchez School and that the joint bi-annual meeting of Elementary School Librarians and the Children's Librarians will be held on April 22, 1976, at 7:00 P.M., at Western Addition Branch.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Dr. Starr described the drug-related materials which comprise the Fritz Hugh Ludlow Memorial Library. He then reported that the Mayor's Office has been very responsive to our idea of finding space for this private collection. They discussed it with the Department of Public Health and are in the process of finding two CETA positions to operate this project. It may become a joint project between the Department of Public Health and the Public Library, in which case the Department of Public Health may give space to this collection. Dr. Starr should have the information concerning the space and staff within the next 30 days to bring before the Commission for approval.

2. The Commission's approval was asked to continue the tutorial assistance to students of San Francisco Schools which Dr. Robert Alioto, Superintendent of Schools, had asked Dr. Starr to hold in several libraries throughout the City for the duration of the strike. It was so moved by Commissioner Weisberg, seconded by Commissioner Bransten and unanimously approved.

3. Mrs. Scannell reported on Community Development funding and current efforts to prepare additional applications. The Library has received $526,000 to provide community rooms in several of the branches. She stressed the fact that it was important for the Commission to lobby for these funds for next year. It was agreed that the Library Extension Committee should work with Keep Libraries Alive and the Friends of the Library to lobby for such funds.

Mrs. Scannell further reported on the Community College District and Library's plans for possible future use of the Chinatown Branch site. The plans would be a structure built that would hold community college classrooms as well as a public library. The Community Affairs Committee, under Commissioner Richardson, was requested to work with the Community College District and Library staff on this matter and have a report for the next meeting.

4. Dr. Starr introduced members of the staff who had attended the meeting to the new Commissioners.

Mr. William Ramirez invited the Commissioners to come to the Library anytime that is convenient to them and he would be happy to give them a tour of the Library.

Miss Effie Lee Morris stated that she was responsible for Children's Services throughout the Libraries and that the services are carried on even without a children's librarian. She stated that the Early Childhood Project was a federally funded program that has been a great success and introduced Miss Linda Geistlinger, who operates this program. She reported that there will be a summer reading program this summer and that materials have been sent to all the branches. She briefly outlined the Children's Services to the Commission.

Mrs. Vivian Goodwin extended an invitation to the Commission to visit the Technical Services Department, and outlined some of the functions of this Department.

Mr. Roberto Esteves, Director of the California Video Resource Project, and Mr. Gilbert McNamee, Director of the Bay Area Reference Center, outlined their programs and also extended invitations to the Commissioners so they may acquaint themselves with the operations of these LSCA projects.

5. There were discussions as to the Assistant City Librarian position which was defunded last year. The result of these discussions was that the Personnel and Staff Relations Committee, under Commissioner Englander, has been assigned the task of lobbying for this position to be funded again.

6. Mr. Belch stated that the Commissioners will receive their Commissioner Manuals as soon as it is possible to compile them.

He reported on the progress of the 1976-77 library budget request. The Finance Committee considered the Library Budget on Saturday, May 1st in executive session. At this time, however, it is not known what actions were

taken. When the Committee has finished considering and acting on our budget it will be submitted to the full Board of Supervisors for final action on Monday, May 17, 1976. Commissioner Stern stated that Mr. Belch has done an exceptional job with our budget.

Commissioner Callanan asked Mr. Belch to write up a summary of the budget recommendations that the previous Commission gave to the Mayor and relate what happened to them in the Mayor's budget procedures. A monetary summary of the cuts as well as the program descriptions should be included.

7. There was a short discussion concerning the Riles Committee. However, it was agreed that a special Commission meeting will be held after the new Commissioners have received and read the Riles Committee Report, after which the Commission will delegate representatives to work with a task force that is needed for this project.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi read a resolution passed by the Board of Supervisors on March 29th, which instructs the City Purchaser to review again the methods of disposing of the Library's discard books and to consider donation of such books to nonprofit organizations for distribution. Dr. Starr expressed disappointment with our current discard policy and asked the Commission to instruct the Library Administration to review and revise that policy. It was requested that the Library Resource Committee, under Commissioner Yung, work with the Library staff and Dr. Starr on this matter.

2. Commissioner Stern asked Mr. Cerasi to take out memberships for the new Commissioners with the California Library Association and the American Library Association.

It was moved by Commissioner Yung, seconded by Commissioner Englander and unanimously approved, to accept the Administration Reports.

Mr. Joe Sugg, Vice President of the Librarians Guild, stated that the Guild is looking forward to building a constructive relationship with the new Commission and of representing members of the staff.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Miss Mary Louise Stong invited the Commissioners to a reception which will be held on Sunday, May 16th, in the Rare Book Room, 3rd floor of the Main Library. At 3:00 P.M. the budget videotape will be shown and during the course of the afternoon a tour of the Library will take place.

2. Miss Stong stated that she would like the Commissioners to join the Friends of the Library.

3. The Volunteer Fair that was held May 1st and 2nd at Fort Mason was very successful as far as the Library was concerned. The Mediamobile attracted

many people and also the booth that the Friends had set up. There were various entertainment activities going on in this booth during the course of the Fair.

Committee assignments were made at this meeting, therefore, several of the following Committees will have no reports at this time.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern reviewed the efforts and plans that the Library has made, in the past year, toward the building of a new Main Library on the Marshall Square site. She stressed the importance of finishing the preliminary planning to the new Commissioners.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, to accept the expenditures from the Fuhrman Fund for the purchase of books for the month of April, 1976 in the amount of $1,571.46.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #885 be adopted:

> RESOLVED, that the Library Commission accept the donation by Mr. Richard Harrison of books and materials, with an appraised value of $6,911.90.

3. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #886 be adopted:

> RESOLVED, that the Library Commission accept the donation by Mr. Norman H. Strouse of books and materials, with an appraised value of $392.50.

4. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unaimously approved, that the following resolution #887 be adopted:

> RESOLVED, that the Library Commission hereby authorizes the participation of Gilbert W. McNamee and Bonnie Jo Dopp in a meeting with the San Joaquin Valley Library System at the Fresno County free library, in Fresno, CA, on April 30, 1976. Expenses to be paid from the Bay Area Reference Center funds, as such funds permit.

5. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following resolution #888 be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves and Peggy Pavelski to the

General Electronic Video Workshops, in Oakland, CA, May 17-18, 1976, expenses to be paid from the California Video Resource Project funds, as such funds permit.

6. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #889 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Sacramento Council of Librarian's "Promoting and Publicizing Library Services" meeting in Auburn, CA, May 18, 1976, expenses to be paid from the California Video Resource Project funds, as such funds permit.

7. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the following resolution #890 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Peggy Pavelski at the "Seeking Solutions to Violence on Children's Television" Workshop in San Francisco, CA, May 5, 1976, expenses to be paid from the California Video Resource Project funds, as such funds permit.

8. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #891 be adopted:

RESOLVED, that the Library Commission hereby authorizes Eunice Parker to attend the National Conference of Librarians for the Blind and Physically Handicapped in Airlie, Virginia, May 16-21, 1976; expenses to be paid from City funds, as such funds permit.

9. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #892 be adopted:

RESOLVED, that the Library Commission hereby authorizes John Fetros to attend the joint meeting of the Special Libraries Association and the Western Association of Map Librarians to be held in Denver, Colorado, May 30 - June 4, 1976; expenses for transportation to be paid from State funds, as such funds permit.

10. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #893 be adopted:

RESOLVED, that the Library Commission hereby authorizes all members of the Library Commission to attend the California Library Trustees and Commissioners Conference to be held in Sacramento, CA, June 4-5, 1976; expenses to be paid from State funds, as such funds permit.

11. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #894 be adopted:

RESOLVED, that the Library Commission hereby authorizes ten children's librarians to attend the Annual Institute of the Association of Children's Librarians of Northern California meeting at the San Francisco Airport Hilton Inn, May 13, 1976; expenses to be paid from City funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

1. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution #896 be adopted:

APPROVED, non-civil service temporary and recertifications of temporary appointments made during the month of April, 1976.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER RAYE G. RICHARSON

1. No report.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

COMMUNICATIONS

Mr. Cerasi read a communication, dated April 16, 1976, from the Department of the Treasury (Bureau of the Mint) about a new numismatic library of books, periodicals, auction catalogs and price lists, donated by the Pacific Coast Numismatic Society, that is now available for public use by appointment only at the Old Mint Museum in San Francisco.

Commissioner Callanan brought up the topic of the Commission's new evening hours for their meetings. It was decided, however, to table this matter until the next Commission meeting. In the meantime the Personnel and Staff Relations Committee was asked to work on this matter and have a recommendation for that meeting.

Commissioner Callanan stated that there would be an Executive Session held after the Commission meeting in relation to a personnel matter.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 9:30 P.M. There being no objection, it was so ordered.

The next regular meeting will be held Tuesday, June 1, 1976 at 7:00 P.M. at the Noe Valley Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

May 4, 1976

RESOLUTION NO. 896

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April, 1976, be approved:

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Gerald Boykins
Faith Johnson
Francis Kit
Herminio Ruidera
William Westbrook

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

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Donna Arevalo
James Ferrell
Kelvin Low
Jeffrey Mann
Calvin Woo

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

June 1, 1976

The regular meeting of the San Francisco Public Library Commission was held June 1, 1976 at the Noe Valley Branch Library.

The meeting was called to order at 7:20 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Richardson, Stern, Weisberg and Yung.

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, to accept the minutes of the May 4, 1976 Commission meeting with an amendment to page three, item seven to clarify that the Riles Committee is not directly related to the task force that representatives of the Commission will be asked to work on, as requested by Commissioner Weisberg.

CITY LIBRARIAN'S REPORT
DR. KEVIN O. STARR

1. Mrs. Goodwin reported in the absence of Dr. Starr, who is giving a talk at the Greater West Portal Improvement Association.

2. It was reported that the balance of the book budget funds in the amount of $50,000 was released last Thursday, May 27th by the Finance Committee of the Board of Supervisors.

3. The Finance Committee, at its Wednesday meeting, approved the signing of the contract for PLSA funds in the amount of $17,488 for use in 1976-77. They also approved the Minority Recruitment grant of $2,500 for Leslie Kong, a part-time library page in the General Reference Department, who will be attending U.C. Berkeley School of Librarianship in the fall.

4. Dave Belch spoke about the changes and cuts in the library's final 1976-77 budget which was passed by the Board of Supervisors. Discussion followed on how these would affect the Library. Mr. Belch stated that there would be a meeting of the Finance Committee on Wednesday, June 9th to discuss the many frozen personnel requisitions. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the Commission write a letter to the Finance Committee and the full Board of Supervisors, before the June 9th meeting indicating their concern about the personnel positions that are being frozen and how seriously they affect the efficient operation of the Library. It was asked that Keep Libraries Alive also write a letter along the same lines to the full Board.

The Commission will hold a special meeting on June 14th at 12:00 noon in the Commission Room, Main Library, to discuss our budget and the changes in service which may be necessary before going to the Mayor's post-budget review meeting on June 16th.

5. It was reported that the Grand Jury Report draft that is to be submitted to the library administration should be completed within this week or next, at which time the Commission will receive a copy to read.

6. It was moved by Commissioner Englander, seconded by Commissioner Richardson and unanimously approved, to close the Library on Sunday, July 4, 1976.

7. Mrs. Scannell reported on the progress of the new Community Development Program. There is to be a meeting, in the near future, of the Community Development staff to discuss what they plan to have in the Mayor's Program. The Library has suggested several projects of which we hope that at least a few of them will be done.

8. Miss Morris reported on various developments regarding cooperative programs between the San Francisco Public Library and the School District. She stated a committee on schools should be reinstituted to discuss these programs in a meeting as soon as possible. Commissioner Englander, as Chairperson, Commissioner Weisberg and Commissioner Yung were appointed to this Committee on Schools. This Committee will meet immediately after the June 14th Special Commission meeting.

There was also discussion of a grant proposal, prepared by Dr. Stevanne Auerbach Fink, which would create a resource center for services to children. This would be a cooperative venture involving colleges, universities, the school district and the public library. The proposal has been submitted to Washington, calling for the Library staff participation. Miss Morris asked that the Commission read this proposal very carefully before authorizing anything definite. It was moved by Commissioner Englander, seconded by Commissioner Richardson and unanimously approved, to have the Committee on Schools study this program thoroughly and hold discussions on it following the June 14th meeting and make a decision, if enough data is at hand, to go ahead with this with the Commission's full approval. Miss Morris concluded by inviting this Committee on Schools to visit the office of Children's Services on June 14th.

9. Mrs. Goodwin introduced Mrs. Margaret Wyatt, branch librarian, and thanked her for her cooperation in the use of the Noe Valley Branch Library.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported that the Department of Public Works' Architectural Department had contaced us concerning plans for the elimination of various architectural barriers that we have in library buildings to aid the handicapped.

Also, we have been contacted by the Mayor's Office of Emergency Services about plans for all public building evacuation in emergencies. We have a written policy and are now in the process of meeting with these people.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Everyone at the Commission meeting was invited to attend the June 13, 1976 exhibit of the finely printed broadsides that were printed prior, during and after the Revolution. The name of the showing is "A Little Rebellion Now and Then" and a reception will be held at the Main Library, Special Collections Room between 3:00 P.M. and 5:00 P.M.

2. Mrs. Macduff reported that since November 1, 1975 to the present date the Friends have gained 487 memberships.

Miss Stong reported that Keep Libraries Alive lobbied frantically for the budget before the Finance Committee, unsuccessfully however, but she wished to thank everyone for their support and appearances at these meetings.

She also stated that Keep Libraries Alive coordinated an effort at the hearing on Federal funds for Community Development. She stated that if the members of the community would write letters to the Board of Supervisors to the topic of unfreezing library jobs, before their June 9th meeting, it would be most helpful.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that she felt we had a deeply interested, working Commission, and that this was very valuable for the Library at this particular moment.

2. She reported briefly on the first executive session meeting with Mrs. Bertha Hellum and Mr. Robert Meyer for the search of a new City Librarian. She stated that it was a very productive meeting. She briefly outlined a paper that Mrs. Hellum had presented at the meeting.

3. A joint meeting was held between the Friends, Keep Libraries Alive and the Library about the planning committee studies and funds that have been at a stand still for the last couple of months. It was moved by Commissioner Stern, seconded by Commissioner Weisberg and unanimously approved, that the Library Commission reaffirm its stand on obtaining a new Main Library. It was further moved by Commissioner Stern, seconded by Commissioner Englander and unanimously approved, that the Commission reaffirm its obligation to Mrs. Hellum and Mr. Meyer relating to the additional $500 still owing them for their planning work, to be paid as soon as possible. A third motion was made by Commissioner Stern, seconded by Commissioner Englander and unanimously approved, that the Commission urge Mayor Moscone to find funds to pay this obligation that was promised by former Mayor Alioto.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, to accept the expenditures from the Fuhrman Fund for the purchase of books for the month of May, 1976 in the amount of $1,005.00.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #897 be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert McNamee at the Continuing Library Education Network and Exchange (CLENE) meeting on July 16 & 17, 1976, and the annual conference of the American Library Association July 18-24, 1976, in Chicago, Illinois; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #898 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Roughton at the Continuing Library Education Network and Exchange (CLENE) meeting on July 16 & 17, 1976, in Chicago, Illinois; part of expenses to be paid from Bay Area Reference Center funds, as such funds permit.

4. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #899 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Kobayashi and Gilda Turitz, at the annual conference of the American Library Association in Chicago, Illinois, July 18-24, 1976; part of expenses to be paid from Bay Area Reference Center funds, as such funds permit.

5. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #900 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves and Peggy Pavelski at the American Library Association's Chicago conference, July 18-24, 1976; expenses to be paid from California Video Resource Project funds, as such funds permit.

6. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #901 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the ALA Chicago preconference, "Meeting Library Building Space Needs", July 15-17, 1976; expenses to be paid from California Video Resource Project funds, as such funds permit.

7. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #902 be adopted:

WHEREAS, the San Francisco Public Library has Federal Library Services and Construction Act monies for 1976-77 for the extension of the California Video Resource Project, and

WHEREAS, the San Francisco Public Library is desirous of the continued improvement of library services via video and cable communications technology, and

WHEREAS, the California Arts Council has funds available for the documentation of arts by cultural institutions, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept California Arts Council funding for 1976-77 as provided by such grants, not to exceed $10,000, and be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

8. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #903 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of one Commissioner or one staff member at the annual conference of the American Library Association meeting, July 18-24, 1976, in Chicago, Illinois; expenses to be paid from City funds, as such funds permit.

9. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the following resolution #904 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of one or more Commissioners at the annual conference of the American Library Association meeting, July 18-24, 1976, in Chicago, Illinois; expenses to be paid from State funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

1. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution #905 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of May, 1976.

2. Commissioner Englander read six resolutions to the Commission with respect to the search for the new City Librarian. All were acted upon and approved by the Commission, with an amendment to resolution #1, that being the addition of a staff member, which is to be designated by the library staff and the announcement made at the June 14th Special Commission meeting. (SEE ATTACHED SHEET FOR DETAILS.)

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. Commissioner Weisberg reported that a meeting was held at the Richmond Branch since the last Commission meeting. One of the topics discussed was Community Development funds for five projects concerning the Merced, Richmond, Eureka Valley, Waden and Marina Branches.

Also, Mrs. Scannell gave Commissioner Weisberg a copy of the Neighborhood Initiated Improvement Program which is also from Community Development funds. This is requested strictly by the community. The Greater West Portal Improvement Association requested this in terms of landscaping and other outside additions to the West Portal Branch. This project has been funded already.

Another subject discussed at this meeting was the staffing problem at branches and the closings that have been occurring. Mrs. Scannell reported that staff shortages had caused closing of branches on 25 occasions during the

month of May. Commissioner Weisberg stated that we are going to have to take a very hard look at this and begin making adjustments to bring before the Commission.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. Commissioner Richardson stated that the Committee has not yet met but that she will start a project going of making pamphlets available to the public stating the hours when the branches will be opened or closed. She asked Mr. Scannell to give her some data as to when they have been closed in the last months and where patrons made complaints about it.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Commissioner Yung reported that the Committee has not yet met but when it does the Fitz Hugh Ludlow Memorial Library will be discussed and investigated more thoroughly. She stated that the two CETA positions that we had hoped to get to operate this collection were not passed by the Board of Supervisors.

2. Also to be discussed at the meeting will be a recommendation for the book discard policy that came up at the last Commission meeting. She stated that she has spoken with the Coordinator of Adult Services and the Coordinator of Children's Services and hopes to have a full report for the July Commission meeting.

FRIENDS OF NOE VALLEY

1. Sally Brunn commented on the conditions of the Noe Valley Branch due to the cutbacks made in the last several months. She stated that the Friends of Noe Valley would like to put in a request for two full time librarians for this Branch. Commissioner Stern and Commissioner Bransten thanked Mrs. Brunn for all the help she has given the Library.

LIBRARIAN'S GUILD

1. The Librarian's Guild would like to continue negotiations with the Personnel and Staff Relations Committee, concerning the employee relations memorandum of understanding with the Library. They will send an outline to Commissioner Englander on this matter. Commissioner Englander stated that he will schedule a meeting as soon as possible.

2. They would also like to schedule a meeting with the Library Extension Committee to discuss a plan that they have concerning the reorganizing of branches to operate under the present conditions of staff shortages. Commissioner Weisberg stated she will contact them as to when such a meeting can he held.

COMMUNICATIONS

1. Mr. Cerasi read a letter to the Commission from Mr. Joseph C. Gavin, Purchaser of Supplies, about the discard book policy. It is the policy of the

City Purchaser that disposal of surplus books be made available to non-profit organizations for distribution to needy areas.

2. A letter from Steven Pignati, a child who uses the Marina Branch, was read to the Commission. It concerned the fact that the Marina Branch does not have a children's librarian at the present time.

3. The Library Commission received an invitation to attend the Festival of Young Filmmakers on June 12th from 10:00 A.M. to 5:00 P.M. in the Lurie Room of the Main Library.

4. Commissioner Callanan mentioned a few points written to him in a letter from Local 400 and referred this letter to the Personnel and Staff Relations Committee for consideration in its part of the search for a new City Librarian.

Commissioner Callanan stated that an Executive Session of the Library Commission will be held Tuesday, June 8th at 9:00 A.M. at the University of San Francisco, Center Room 419 to interview a candidate who is willing to work as an interim City Librarian with no pretentions for becoming permanent in the position.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 11:20 P.M. There being no objection, it was so ordered.

The next regular meeting will be held Tuesday, July 6, 1976 at 7:00 P.M. in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

SEARCH COMMITTEE FOR NEW CITY LIBRARIAN

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

#1 That the Search Committee be composed of the following:

A. Four members of the Library Commission*, to be appointed by the president of the Commission.

B. The interim City Librarian, if appointed, unless he or she is or becomes, a candidate for the post.

C. The president of Friends of the Library, or designee.

D. Bertha Hellum, Library Consultant.

It was moved by Commissioner Yung, seconded by Commissioner Weisberg and unanimously approved, to amend resolution #1 with added item E.

E. Staff member.

*The four members of the Commission will be Commissioners Englander, (Chairperson), Richardson, Yung, and Stern (Co-Chairperson).

It was moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, that the following resolution be adopted:

#2 That the members of the present library staff with at least the minimum qualifications be invited to apply for the position of City Librarian--those applying to be interviewed by the Search Committee in San Francisco.

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

#3 That a sub-committee of the Search Committee be authorized to conduct preliminary interviews at the ALA convention in Chicago in July--the sub-committee to recommend for further interview in San Francisco the most promising applicants. Travel for these interviews to be undertaken at the expense of the applicant or by supplementary, outside funding, if available. AMENDED: If fewer than three members of the Search Committee are in Chicago no interviews will be had.

It was moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, that the following resolution be adopted:

#4 That all other applicants be considered for interview in San Francisco at the discretion of the full Search Committee.

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution be adopted:

#5 That the Search Committee be authorized to consult with whoever in the Committee's judgment can be helpful in the final screening.

It was moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, that the following resolution be adopted:

#6 That the Search Committee rank order its recommended candidates to the full Commission for the final selection of the City Librarian.

June 1, 1976

RESOLUTION NO. 905

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May, 1976, be approved:

3602 PT Page	3602 PT Page
Julie Chin	David Lee
Paul Ching	Craig Loy
Landa Choy	James McMillian
Margie Fung	Jan Robinson
Lorenzo Gamero	Tom Roselli
Robert Gervasio	Karen Staudenmaier
Douglas Gillis	Tina Sung
Cynthia Gordon	Francis Szeto
Lily Hall	Elizabeth Tang
Victor Hurtado	Jenny Wai
Julie Javrotsky	

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

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Gerald Brunn
Marilyn Caskey
Sally Fung

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

June 14, 1976

The special meeting of the San Francisco Public Library Commission was held June 14, 1976 at the Main Library.

The meeting was called to order at 12:10 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Richardson, Stern, Weisberg and Yung.

SPECIAL ORDER OF BUSINESS

This special meeting was called to discuss means of operating the Library under the 1976-77 Budget conditions.

Mr. Dave Murphy reported on the positions that were before the Finance Committee of the Board of Supervisors and the actions taken on their June 9th meeting. He stated that they released thirteen positions out of twenty-six reviewed and are holding 19 positions which could eventually be released. Twenty-four position have previously been defunded. We have thirteen vacant positions which will only be filled when the people on leave return; if they do not return, the positions could possibly be lost to the Library.

Mr. Dave Belch reported that on Thursday, June 10th, a meeting of the administrative staff was held to discuss suggestions for the operation of the library, in the best possible way during the next few months. The suggestion that was made and brought to the Commission was to close the Main Library on Sundays during the summer months. After discussion between the Commissioners and the staff it was moved by Commissioner Weisberg, seconded by Commissioner Englander and unanimously approved, that the Main Library be closed on Sundays starting on July 4th to September 12th, inclusive.

Appropriate posters will be made and posted to inform the public of this change in the Main Library opening.

There was discussion as to whether or not opening one or more branches in high density areas might be possible during these summer months. The Library Extension Committee was asked to look into this matter. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that if it is at all possible to open one or more branches as suggested, it be done.

It was moved by Commissioner Stern, seconded by Commissioner Yung and unanimously approved, that tape recordings be connected to the Main Library's central telephone on Sundays to inform the public that the Main will not be open during the summer months.

ANNOUNCEMENT OF STAFF MEMBER ELECTED TO SEARCH COMMITTEE

Dave Belch reported that at the meeting of the staff on June 4th to

select a staff member for the Search Committee for a new City Librarian, two motions were adopted. They were: 1) to recommend to the Library Commission that library funds for travel expenses for members of the Search Committee be allocated in an equitable way to include the staff member; and 2) to request the Commission to allow the staff to select two staff members to the Search Committee, one being the librarian receiving the most votes and the other being the non-librarian receiving the most votes.

The second motion was requested so that the Search Committee would have people on it who would be able to ask questions not only on a professional level but on an operational level as well. After discussion of these two motions from the staff, the following motions were made by the Commission.

It was moved by Commissioner Englander, seconded by Commissioner Richardson and unanimously approved, that a second staff member be added to the Search Committee. It was further moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, that the present travel monies not be increased or decreased.

The two staff members selected for the Search Committee were 1) Harriet Collopy, and 2) Betty Underwood.

Commissioner Englander stated that the full Search Committee will meet before attending the ALA convention in Chicago.

Commissioner Stern requested that an Executive Session of the Library Commission be held immediatly following the special meeting in order to discuss the matter of the interim City Librarian. It was so ordered.

ADJOURNMENT

There being no further business to transact, the special meeting was adjourned at 1:30 P.M.

The next regular meeting will be held Tuesday, July 6, 1976 at 7:00 P.M. at the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

July 6, 1976

The regular meeting of the San Francisco Public Library Commission was held July 6, 1976 at the Main Library.

The meeting was called to order at 7:15 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Richardson, Stern, Weisberg and Yung.

It was moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, that the June 1, 1976 Commission minutes be approved.

Commissioner Callanan introduced Mayor George Moscone to the Library Commission and the audience. The Mayor spoke of the fact that this was his twelfth meeting he had attended of the various Boards and Commissions throughout the City. He stated that he was pleased with the present Library Commission. He complimented the Commission for involving the staff in the search for the new City Librarian. He spoke of the conditions of the libraries during the recent past and stated that we should continue to develop contingency plans in case of the possible defunding of CETA. He asked for development of better working relationships between the library's qualified children's librarians and the teachers of the City's schools. He would like the Commission to read the Harvey Rose report on the 1973 Management Audit Report on the Library, and outline suggestions that are or are not possible and the reasons why. He would also like an assessment on the branch libraries, with a view towards equal services in all neighborhoods. In conclusion the Mayor stated that the Library had the responsibility for representing its case before the Board of Supervisors as a public service that is needful to the people of San Francisco.

ACTING CITY LIBRARIAN'S REPORT
MRS. VIVIAN GOODWIN

1. Mrs. Goodwin welcomed everyone who attended the meeting. She introduced Mr. Wes Doak, State Library Consultant, to the Commission and stated that he has been assigned to San Francisco and San Mateo Counties since 1975.

2. The extension of the Public Library Automation Network (PLAN) has been signed. This is the second year and the Library will designate one person who will be responsible for the implementation of our program during the extension period. Seven libraries throughout California will again be involved in the project. It was moved by Commissioner Stern, seconded by Commissioner Englander and unanimously approved, to accept the Library's involvement in this program of PLAN, which utilizes the Stanford University BALLOTS database.

3. She complimented the Commissioners who attended the California Library Trustees and Commissioners Conference, on June 4th and 5th in Sacramento, for their interest and concern.

4. She reported that the California Library Authority for Systems and Services (CLASS) has been passed. This is a joint powers agreement to form a network that will include all types of libraries; academic, public, business, etc. In the future the hope is to share library resources and provide better service to the public.

5. It was reported that budget controls this fiscal year require that expenditures be projected, spent, and reported on a monthly, quarterly, or annual basis. Library salaries must be projected and spent on a monthly basis; contractual services, materials and supplies on a quarterly basis; books, equipment, and possibly, periodicals subscriptions on an annual basis.

6. The vandalism done at the Ortega Branch on July 4th was reported to the Commission. This branch has been vandalized quite a number of times in the past years. It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that the Commission write a letter to the Police Commission outlining the vandalism done to certain library branches in the recent past, and have them request the Chief of Police to look into this matter. Commissioner Callanan said he would also make a personal contact with the Police Department.

7. The ventilation system for Technical Services is being installed and should be completed in about three days.

8. The new Conflict of Interest Code for the Library was presented and discussed at a public hearing held as part of the Commission meeting. The Code would require the Library Commission, City Librarian, Chiefs and Coordinators, Librarians in the Order Department, Librarian in the Rare Books Department, Librarian in the California History Room, and the Head of the Periodicals Department to file statements disclosing financial interests in firms doing business with the Library. It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, to adopt this new Conflict of Interest Code for the Library. The Secretary will see to it that the Commissioners receive the disclosure forms mentioned in the document when the codes for all City agencies are finally adopted.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi stated that he had nothing further to report on the vandalism of the Ortega Branch or on the ventilation system being installed in the Technical Services Department.

2. He informed the Commission that the resolutions to follow did not include Betty Underwood, staff member of the Search Committee, but that her travel expenses were approved in a previous resolution passed by the Commission.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff reported that the Library has been promised radio and television public service spots promoting the use of the San Francisco Public

Library. They have been prepared by the advertising firm of McCann-Erickson.

2. She also reported that the Mini-Book Sale was a successful event and that $1,500 was made during the one-day sale.

3. She stated that the Friends are making efforts to form a new Friends of the Business Library organization to meet the service needs of the smaller downtown business firms and merchants.

4. She stated that she was sorry the Mayor did not stay because she wished to thank him for his continued interest in the Library.

KEEP LIBRARIES ALIVE
MISS MARY LOUISE STONG

1. Miss Stong stated that KLA appreciated the Mayor's budget recommendation to the Board of Supervisors.

2. This summer KLA will be standing by to lobby for equipment money and to help in the refilling of positions as they become vacant. They will also continue working for the allocation of redevelopment funds for the branch libraries.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that in no way has the Commission given up on building a new Main Library. She said this was a long term goal of the Library and something that is desperately needed.

At a meeting with the Friends and the Main Library Committee of the Commission it was decided that there was no longer time to get money from last year's budget for the planning of the new Main, but in this fiscal year we will do our best to get, first, planning money in general to finish the planning that was started by Robert Meyer, and second, to see that Mr. Meyer's fee is paid in full.

2. She stated that the Search Committee has accepted, with great gratitude, the suggestion of the Librarian's Guild to hire an interim librarian, a retired librarian to serve as a consultant to the Commission for the period prior to selection and appointment of a new City Librarian. Arrangements for a contract with this consultant are being worked through City Hall, and the name of the individual involved will not be announced until the contract has been signed. He/she will be paid from salary funds and it is hoped that the person will begin working in August. Staff members will be appointed to serve as Acting City Librarian for one-month periods until the permanent City Librarian is appointed.

The Search Committee held an organizational meeting two weeks ago and will hold another meeting on July 8th. It is expected that all nine members of the Search Committee will be at the ALA Convention in Chicago to interview candidates for City Librarian.

It was stated that Local 400 has donated money to place an advertisement in the New York Times seeking candidates for City Librarian.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. There were no expenditures from the Fuhrman Fund for the purchase of books for the month of June, 1976.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #906 be adopted:

AUTHORIZING APPROVAL AND SIGNATURE OF CONTRACT AGREEMENT NO 5894 BETWEEN THE SAN FRANCISCO PUBLIC LIBRARY AND STATE LIBRARIAN OF THE STATE OF CALIFORNIA FOR THE CALIFORNIA VIDEO RESOURCES PROJECT.

WHEREAS, the San Francisco Public Library has received funds since 1974 under the Library Services and Construction Act administered by the California State Library for the operation of the California Video Resources Project; and

WHEREAS, the San Francisco Public Library is eligible for a grant in the sum of $66,001.00 as specified in Contract Agreement No. 5894; and

WHEREAS, Resolution No. 12-76, (file no. 84-75) adopted by the Board of Supervisors of the City and County of San Francisco and approved January 7, 1976 authorizes the acceptance of said Federal funds; therefore, be it

RESOLVED, that the Acting City Librarian, or by Elliott Chinn, Accountant, is hereby authorizes to sign Contract Agreement No. 5894 between the San Francisco Public Library and State Librarian of the State of California as our representative.

3. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the following resolution #907 be adopted:

AUTHORIZING APPROVAL AND SIGNATURE OF CONTRACT AGREEMENT NO. 3415 BETWEEN THE SAN FRANICSCO PUBLIC LIBRARY AND STATE LIBRARIAN OF THE STATE OF CALIFORNIA FOR THE BAY AREA REFERENCE CENTER PROJECT.

WHEREAS, the San Francisco Public Library has received funds since 1967 under the Library Services and Construction Act administered by the California State Library for the operation of the Bay Area Reference Center Project; and

WHEREAS, the San Francisco Public Library is eligible for a grant in the sum of $204,200.00 as specified in Contract Agreement No. 3415; and

WHEREAS, Resolution No. 13-6, (file no. 84-75-8) adopted by the Board of Supervisors of the City and County of

San Francisco and approved January 5, 1976 authorizes the acceptance of said Federal funds, therefore, be it

RESOLVED, that the Acting City Librarian, or by Elliott Chinn, Accountant, is hereby authorized to sign Contract Agreement No. 3415 between the San Francisco Public Library and State Librarian of the State of California as our representative.

4. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #909 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Roughton at a workshop "Planning and Evaluating Library Programs," at the Burlingame Public Library, July 28, 1976; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

5. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #910 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Roughton at a series of three workshops "Communications Within Libraries," to be presented by the Cooperative Information Network, at Campbell Public Library, July 1 and 8, 1976, and at Santa Clara City Library, July 9, 1976; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

6. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following resolution #911 be adopted:

WHEREAS, the staffs of the Bay Area Reference Center and the California Video Resources Project are required by the nature of their projects to attend and give one-day workshops and provide on-location consultations in California, and

WHEREAS, both projects are approved and totally funded by the State Library through the federal Library Services and Construction Act, therefore, be it

RESOLVED, that the Library Commission does hereby authorize the travel of the Bay Area Reference Center and the California Video Resources Project staffs to such one-day meetings or consultations as required without prior approval of the Commission, provided that the individual expenses to not exceed $100.00.

7. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the following resolution #912 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Roughton at a meeting at the California State Library, called by Ethel Crockett, State Librarian, to

discuss continuing education for librarians in California, on June 24, 1976; expneses to be paid from Bay Area Reference Center travel funds, as such funds permit.

8. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #913 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Eunice Parker and Leslie Eldridge at a Library of Congress regional meeting of agencies serving the blind and physically handicapped held on June 14, 1976 in Albany, California; expenses to be paid from City travel funds, as such funds permit.

9. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the following resolution #914 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez, Nancy Kellum-Rose, Effie Lee Morris and Akilimali Funua at the pre-conference and annual conference of the American Library Association meeting, July 15-24, 1976, in Chicago, Illinois; travel expenses to be paid from State funds, as such funds permit.

10. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #915 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Harriet Collopy at the American Library Association annual conference meeting, July 18-24, 1976, in Chicago, Illinois; expenses to be paid from State funds, as such funds permit.

11. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #916 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of four children's librarians at the annual institute of the Association of Children's Librarians of Northern California held May 13, 1976, at the San Francisco Airport Hilton Inn; expenses to be paid from City funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

1. Commissioner Englander stated that his Committee had a meeting with the Library staff and the Librarian's Guild representatives in which collective bargaining negotiations were discussed. He stated that he will sit in on these negotiations of the Librarian's Guild with City Hall when they begin again sometime later on this month or in August.

2. Commissioner Englander called upon Mr. Andrew Hoyem, member of the Board of Directors of the Friends, and Honorary Curator of the Robert Grabhorn Collection; who spoke to the Commission about a proposal to create a position for a Curator of Special Collections for the Library's Rare Books and Special

Collections Department. This proposal is currently before the Civil Service Commission. Discussions followed this proposal with Mr. Hoyem stating his reasons for the creation of such a position, and several staff members stating their reasons why they thought it should not be supported by the Commission at such time when the Library is needful of so many other things. It was moved by Commissioner Englander, seconded by Commissioner Stern and approved by the majority of the Commission; ayes: Commissioners Callanan, Bransten, Englander, Stern, Weisberg, and Yung - noes: Commissioner Richardson; to adopt in substance the creation of a Curator position, which would be reviewed for description and qualification requirements by the Personnel and Staff Relations Committee, under Commissioner Englander. Commissioner Yung also asked that this position be considered as to priority in relation to the vacant Assistant City Librarian position or others.

3. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution #917 be adopted:

APPROVED, non-Civil Service temporary and recertification of temporary appointments made during the month of June, 1976.

4. It was moved by Commissioner Englander, seconded by Commissioner Weisberg and approved by the majority of the Commission; ayes: Commissioners Callanan, Bransten, Englander, Richardson, Stern, and Weisberg - noes: Commissioner Yung; that the Board of Supervisors be advised of the opposition of the Library Commission to the proposed charter amendment, sponsored by Supervisor John L. Molinari, which would specify the following qualifications for the City Librarian:

1. Must have 10 years experience as a librarian and five years experience as a supervisor or administrator.

2. Must possess an M.L.S. degree from an ALA accredited school.

3. Must have served in an urban library system serving a population of at least 200,000.

The supervisors are to be requested to reject the proposed amendment or, at least, not place in on the November 1976 ballot, in order that the Commission might further detail its opposition to freezing the proposed requirements into the City Charter.

Mr. Doak, State Library Consultant, added to the discussion that the Personnel Selection Center study now underway among several California libraries, has stated that the requirement of a M.L.S. degree from an ALA accredited library school cannot stand legally.

5. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution #918 be adopted:

WHEREAS, the proposed federally-funded project known as the Resource Center for Children's Services, sponsored primarily by the San Francisco Consortium and the California Child Care Coordinating

Council, was developed without full participation by the library staff; and

WHEREAS, library staff, namely, Ms. Effie Lee Morris, has advised from the outset against library participation in the proposed project; and

WHEREAS, the library would be committed to the project without a specific definition of the library's role and without a specific limit to the commitment of library personnel and resources; therefore, be it

RESOLVED, that the San Francisco Public Library decline the invitation to endorse the proposed project in its present form; and be it

FURTHER RESOLVED, that copies of this resolution be forwarded to the persons and agencies concerned.

6. It was moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, that the San Francisco Public Library cooperate fully with the proposed Joint Task Force - namely, the group to be composed of fourteen persons: seven already named by the San Francisco Board of Education and seven persons to be named by the Library Commission, as follows:

One adult librarian.
One children's librarian.
One person from Technical Services. (If possible)
One person from the Friends of the Library.
Three additional persons to be named by the Commissioners from a list to be drawn up from individual recommendations by individual Commissioners - names to be forwarded to the Chairman of the Schools Committee.

The work of the Joint Task Force is expected to get underway in September.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. At a meeting of the Library Extension Committee on June 21st, it was decided that the Chinatown Branch be open on Sundays from July 11 through September 12. The hours the branch will be open are 10:00 A.M. until 6:00 P.M. The Extension Committee will start a general review of branch service schedules on Monday, July 12.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. The Community Affairs Committee, represented by Commissioners Richardson and Bransten, held a community meeting at the Western Addition Branch in which the Japanese community expressed their unhappiness about having to purchase for this branch, at their own personal expense, books written in the Japanese language. There were comments, also, that the library should

purchase more foreign language materials than they do.

2. Commissioner Richardson reported that the community in the Western Addition district stated their concern that the Library abide by Affirmative Action guidelines when the selection of the new City Librarian begins. They would also like to have community involvement in the selection as well.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. The Library Resources and Public Relations Committee held a meeting in which it reviewed the Fitz Hugh Ludlow Memorial Library, which had been offered to the San Francisco Public Library on a semi-permanent loan basis. The Committee had determined that the collection is extremely valuable, but they have been unable to devise a way to house and administer it. After discussion among the Commissioners it was moved by Commissioner Yung, seconded by Commissioner Stern and approved by the majority of the Commission, that the Library provide a secure storage on a short-term basis, until an appropriate home can be found, and pledge their assistance in finding such a home; but that they regretfully refuse to take a long-term responsibility for the collection at this time. Commissioner Englander abstained on this motion with no objections from the other members of the Library Commission.

2. Commissioner Yung reported that her Committee will be working with Anne Kincaid, Coordinator of Adult Services, and Effie Lee Morris, Coordinator of Children's Services, on book selection and discard policies when the Library Commission's consultant begins working sometime next month, so that he/she will have a part in the decisions made in these policies.

Commissioner Callanan reported that there is now a resolution before the Board of Supervisors that requests that the original, official flag of San Francisco, which is presently housed with the Society of California Pioneers and was formerly the property of the Police Commission, be given a permanent home in the San Francisco History Room of the Library. The Library Commission agreed that they would follow the wishes of the Board of Supervisors on this matter and in the meantime referred it to the Library Resources and Public Relations Committee, under Commissioner Yung.

COMMUNICATIONS

1. Mr. Cerasi read a letter to the Commission from Jay V. Spinale, a student who uses the North Beach Branch Library, describing an incident concerning the security of that branch against people who could do possible harm to patrons and staff at the branch. This incident will be included in the letter that the Commission is to write to the Police Commission on vandalism.

2. The statement of Robert S. Meyer and Associates, previous planning consultants for the Library, was read to the Commission. It was moved by Commissioner Stern, seconded by Commissioner Weisberg and unanimously approved, that the Library Commission reaffirm their stand to take up with the Mayor this matter of the $500 owed to Mr. Meyer.

3. In response to a request from the League of Women Voters, it was moved by Commissioner Stern, seconded by Commissioner Weisberg and unanimously approved, that the Commission support a proposed charter amendment by Supervisor Molinari which would change the Civil Service "Rule of One", to a "Rule of Three." This "Rule of Three" means that the appointing officer would have the right to select any of the top three persons on a list to fill an opening, instead of the first person on the list.

4. Three letters were read to the Commission from various persons concerning the frozen librarian position for the Waden Branch Library. It was stated that this position has been unfrozen and is soon to be filled.

Commissioner Callanan stated that there would be an Executive Session of the Library Commission held on July 26, 1976 in the Commission Room, Main Library at 12:00 noon.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 12:20 A.M. There being no objection, it was so ordered.

The next regular meeting will be held Tuesday, August 3, 1976 at 7:00 P.M. at the Waden Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

July 6, 1976

RESOLUTION NO. 917

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June, 1976, be approved:

3602 PT Page
Betty Chu
James Farrell
Margie Fung
LaVerne Higgins

3602 PT Page
Edward Quesada
Karen Schneider
Cynthia Smith
Eddie Young

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Michael Bowman
Gerald Boykins
Alberta Jackson
Alphonso Jackson
Anthony Jones
David Kwan
Umaru Lamin
Georgia Lee
Debbie Lew
Jeffrey Mann
Loretta McCall

3602 PT Page
Edwin Pon
An Sustarich
Patricia Woodward
Clifford Yee
Donna Yee

3610 Library Asst. PT
Walter Simmons Jr.

3630 Librarian I PT
Emily Romm

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes August 3, 1976

The regular meeting of the San Francisco Public Library Commission was held August 3, 1976 at the Waden Branch Library.

The meeting was called to order at 7:15 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Richardson, Stern, Weisberg and Yung. Absent: Mr. George Cerasi, Secretary.

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the July 6, 1976 Commission minutes be approved.

ACTING CITY LIBRARIAN'S REPORT
MR. WILLIAM RAMIREZ

1. In a memorandum to the Library from the Mayor's Office by Mr. Rudy Nothenberg, it was stated that the annual reports of City departments will be due on September 15. The Library's report is to include functional output figures, in terms of units of services rendered to the public; plans for the near future and what steps have so far been taken to accomplish goals; and also it should indicate ways in which we might increase departmental revenues.

A second memorandum from Mr. Nothenberg concerned program budgeting. This is to be geared toward the preparation of the budget request of 1977-78. Their efforts are to improve the budget representation for the coming year along with the quality of the data that is gathered, provide the Board of Supervisors with better data in preparation for the budget so that they could ananlyze this again in terms of program outputs of service.

All responses are due, to the second memo, in the Mayor's Office on the 15th of August, after which Mr. Nothenberg will schedule meetings with the departments so that there can be a closer ananlysis of each department's functions in respect to plans and programs.

2. The Bay Area Reference Center project has been refunded. Total amount, including carryover, was not yet determined.

3. It was reported that the California Library Association is promoting a series of forums for discussion of the proposed legislative funding for public libraries in the State of California. A meeting had been held Saturday, July 31st in which about 50 librarians, library trustees, members of the Friends, and one or two people from legislative bodies attended. It was a good meeting with good feedback. It was asked that the Commissioners be encouraged to read through the legislative proposal. The draft of the proposal can be read in the California Library Association Newsletter of July-August 1976. Commissioner Stern asked that Mr. Gil McNamee give a future report on the forums now being held throughtout the state on the new legislation.

4. Mr. Ramirez reported that Mr. McNamee, Director of the Bay Area Reference Center project, has suggested August 9 or 10 for the Commissioners to tour the project's operation.

5. Two reports, by Mr. William Ramirez and Mr. Gilbert McNamee, describing their attendance at the ALA conference in Chicago have appeared in the Official Bulletin, other staff members' reports will follow.

6. The Library has submitted a list of repair and rehabilitation construction projects to City Planning for consideration under the Public Works Construction Act, which Congress recently passed over the President's veto.

7. Two actions of the Board of Supervisors were reported on. The first, placement on the ballot of a charter amendment on qualifications for the City Librarian position was defeated. Second, the "Rule of Three" for appointment from Civil Service lists was postponed and will be on the Board of Supervisors' agenda for August 9.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. No report.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Commissioner Yung reported the move of the Ludlow drug collection to a secure area of the Main Library basement. Commissioner Weisberg will be consulting with Mt. Zion Hospital administrators on possible placement of the collection there.

2. Commissioner Yung further reported that the revised edition of the Directory of Bay Area Publishers, published by our library is now available at $6.00 a copy.

3. This Committee will be investigating the children's librarians' letter of protest on the book budget allocations.

4. Commissioner Stern reported that she had received a letter in regard to the matter of transferring the original San Francisco flag to the Library from the Society of California Pioneers. The letter from Dr. Albert Shumate

expressed his distress with the article that appeared in Free and disapproved of the removal of artifacts from one institution to another. President Callanan referred the letter to the Library Resources and Public Relations Committee and said we were not actively seeking the flag.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. Commissioner Richardson said her Committee report would be made by the community of the Bay View - Hunters Point District. The staff of the Waden Branch, now headed by Mr. Richard Shouse, Librarian III, was introduced.

There were several spokespersons from the community, all of whom stressed the fact that Mrs. Funua had provided a most important service to them in Black Culture and Black History. They would liked to have had her remain but understood the reason for her transfer to the Main Library.

Mrs. Funua introduced Ms. Mattie Kemper, a member of the Commission for the Aging, who spoke on the needs of senior citizens in the Library and reiterated the need for a public restroom on the main floor of the Waden building. She also felt the Community should know in advance regarding any staff changes.

Mr. Claude Everhart, Hunters Point District Youth Program leader, told of the great respect the Hunters Point Community and its youth have for the Waden Branch Library and of the extensive use of its Community Meeting Room by all ages. He said special qualifications for the staff of the Waden Branch are of paramount importance to them and they would work behind our Commission if they can be given some involvement in the staffing assignments made for the branch. There were several other very articulate speakers who participated in a strong discussion of the affirmative action program and its lack of effectiveness in the civil service examinations process. An added suggestion from Ms. Stephanie Row, the media mobile librarian, concerned the necessity to continue work on a staff transfer policy thru the meet and confer sessions under collective bargaining.

Specific recommendations from a representative for the McKinnon Avenue Residents' Club, were for a public address system in the branch, additional periodicals subscriptions, e.g. Wall Street Journal, U.S. News World Report, Standard and Poor's Service, and for rental typewriters.

Ms. Shirley Mack, Librarian Technical Assistant I of the Waden Branch staff, asked for a clarification of the Commission policy stating that two persons must be on duty any time a branch is opened for public service. The question concerns the classification of those two persons and whether a professional librarian should be on duty at all times. Ms. Pam Watson, a youth group leader, supported Ms. Mack and asked for a resolution from the Commission to reaffim our affirmative action policy and ask the Civil Service Commission to restructure civil service examinations so that good minority people will be able to qualify on civil service lists. The Personnel and Staff Relations Committee will draft the resolution to be forwarded to the Civil Service Commission. The need to replace the position of Affirmative Action Officer was brought out by Commissioner Yung.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. The Extension Committee met on Monday, July 26, with several members of the library staff in order to discuss changes in branch hours. At this meeting two plans for changes in branch hours were discussed. One plan would have some of the larger branches opened six days and smaller branches opened five days a week; the second plan was more toward equal amounts of hours in most of the branches. These plans will be further discussed in a meeting of the Extension Committee on Monday, August 23 in the Commission Room, Main Library at 9:30 A.M. After this meeting the plans will be circulated throughout the branches and then a public hearing will he held on Tuesday, September 14 in the Lurie Room of the Main Library at 7:00 P.M. to discuss the branch hour changes which are based on the total loss of the CETA staff. Commissioner Weisberg reported that there have been and will continue to be discussions as to whether or not certain branches may have to be closed.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

1. The Personnel and Staff Relations Committee met last week to discuss the position of Curator for Special Collections. It was moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, that the question of qualifications for the position of Curator for Special Collections be considered further by the Personnel and Staff Relations Committee after the City Librarian has had the opportunity to review staff requests for further special classifications and to make appropriate recommendations.

2. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that Mr. Edwin Castagna be named City Librarian for the period August 2, 1976 to June 30, 1977 or to such intermediate date as shall be mutually agreed to and that the Board of Supervisors be requested to authorize payment of the City Librarian's salary at the appropriate compensation and Mr. William Ramirez to be relieved of his interim service upon action by the Board of Supervisors. The Commission welcomed Mr. Castagna, who was present, to the San Francisco Public Library.

3. Commissioner Englander reported that a second item discussed at the Personnel and Staff Relations Committee when they met last week was the Librarian's Guild proposals for the matters they have submitted to the meet and confer process, such as it presently exists in the city negotiating framework. The Committee asked that the Guild provide background justifications for the items that had previously been written up as a package, to be negotiated over the next several months. Commissioner Englander wished to make it clear that they do not intend to work with only one element of the staff on staff needs. There will be future meetings held to discuss and explore these items that are on the package.

4. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution #919 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of July, 1976.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of July, 1976 in the amount of $1,363.67 be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #920 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Englund at a two-day workshop on "Preservation of Library and Archival Resources" to be held at the University of California, Santa Cruz, August 20-21, 1976; expenses to be paid from State (Public Library Services Act) funds, in accord with No. 12-n of the Plan of Service, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #921 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid, William Ramirez, and Eunice Parker at a Proposal Writer's Workshop sponsored by the California State Library, to be held September 15-16, 1976 at San Francisco International Airport; expenses to be paid from State (Public Library Services Act) funds, in accord with No. 12-n of the Plan of Service, as such funds permit.

4. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #922 be adopted:

AUTHORIZING APPLICATION OF THE SAN FRANCISCO PUBLIC LIBRARY FOR STATE FUNDS FOR IMPROVEMENT IN SERVICES, AND AUTHORIZING ACCEPTANCE THEREOF.

WHEREAS, the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries, and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based upon a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California in accordance with the provisions of this Public Library Services Act (Education Code section 2711 et seq.) for a per capita grant for the purpose of improving library services; now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby approve the application for and acceptance of said grant; and be it

FURTHER RESOLVED, that this approval shall entail no additional financial contribution by the City and County of San Francisco.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

SEARCH COMMITTEE

1. Commissioner Stern reported that at the ALA conference in Chicago they were interviewing applicants for city librarian and assistant city librarian. They have so far received 73 applications, she believed this was because of the ALA conference held last year in San Francisco. The fact that people liked San Francisco and were willing to come here, was evident.

Commissioner Englander stated that the Search Committee has a very good representation from the staff and he wished to thank the library staff on their selection of the two staff persons appointed to the Committee, Harriet Collopy and Betty Underwood.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, to thank the members of the Search Committee for volunteering to attend the ALA conference and to thank Mr. Castagna who also attended of his own free will.

SCHOOLS COMMITTEE

1. Commissioner Englander stated that the Schools Committee has only one problem pending and that is to get the Task Force created, on the Library's part, that will work with the schools beginning in September. Miss Kincaid, Miss Morris, and Mrs. Goodwin for Technical Services are each to get one candidate for the task force. He asked that if the Commissioners have their names for candidates ready to please give them to him by September 1st so that the Committee can be named and get underway.

COMMUNICATIONS

1. None.

Miss Morris invited the Commission to attend the Children's "Summer Cycle" conclusion program which will be held Thursday, September 2nd, at the Veteran's War Memorial building at 7:00 P.M. She hoped everyone would be there. Miss Morris also remarked on the strong, constructive discussion of affirmative action which had taken place at this Commission meeting.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 10:20 P.M.

The next regular meeting will be held Tuesday, September 7, 1976 at 7:00 P.M. in the Lurie Room, 1st floor, Main Library.

Respectfully submitted,

Vivian Goodwin

MRS. VIVIAN GOODWIN
Chief, Technical Services

August 3, 1976

RESOLUTION NO. 919

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made for the month of July, 1976, be approved:

3602 PT Page
Jennie Fong
James Kerr
Sherli Kong
Catherine Nyhan
Maureen Quan
Dale Shue

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Lily Hall
Kevin Keppard
Raphael Lara
Diane Lee
Henry Osaki
Vittorio Ragas

DOCUMENTS
SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

September 7, 1976

The regular meeting of the San Francisco Public Library Commission was held September 7, 1976, in the Lurie Room of the Main Library.

The meeting was called to order at 7:20 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Richardson, Stern, Weisberg and Yung.

It was moved by Commissioner Stern, seconded by Commissioner Englander and unanimously approved, that the August 3, 1976 Commission minutes be approved.

CITY LIBRARIAN'S REPORT
MR. EDWIN CASTAGNA

1. Mr. Castagna stated that he has been getting acquainted with the Library staff and the Library's problems. He said that one of the major strengths of the Library is in its staff. It also has a good many friends who understand the problems facing the library and who wish to help. He said that we have generally the same problems that all large libraries in the United States have. Our budget is inadequate to take care of service needs, our staff is seriously reduced through frozen and unfilled positions.

We have a large number of branch libraries which should give out a level of service, should this level be high, how high?, are we able to afford it. These are some of the problems the San Francisco Public Library faces.

2. Mr. Castagna stated that we have 27 Grand Jury recommendations with which we will be dealing and to which we will be responding. The Annual Report is in the process of being prepared. We have the very important 1977-78 budget to be formulated.

3. It was stated that the San Francisco Public Library has given its response to the proposed library legislation currently under consideration by the California Library Association. We have registered our convictions against three items in the legislation; one is that the new legislation would do away with individual (single jurisdictional) systems such as San Francisco Public Library; two, we have registered our belief that the State does not need two additional regional reference centers; and three, we think the creation of an additional governing board for regional reference centers is redundant and unnecessary.

4. There is a correction on page three, of the Library's Plan of Service, which reads "In 1976, thirty-nine languages have been identified as needed for San Francisco children." It is requested that the phrase "for San Francisco children" be taken out, with a period after the word "needed."

The Commissioners did not have a copy of this Plan of Service to read at the meeting, therefore, it was decided that a motion for approval take

place after each Commissioner had read it. (On September 28 & 29, 1976 a vote by phone of each Commissioner, for approval of the Library's Plan of Service, was taken. The Commissioners voted unanimously to approve the Plan of Service, with the correction on page three, as stated.)

5. On August 27, a meeting was held with Mr. Nothenberg, of the Mayor's Office, to discuss a performance type of budget for the Library for next year. The Library is now taking the first steps towards development of such a budget.

6. Ms. Dorothy Hult reported on the Summer Cycle, of the 1976 Summer Reading Program, which came to an end with a special event at 7:00 P.M., Thursday, September 2, in the Veterans' Auditorium. There were 650 children, parents, and other interested adults who were welcomed by the Summer Reading Program Chairperson, Ms. Anna Owen. Miss Morris, Children's Coordinator, greeted and congratulated the children in five different languages and then ended her talk with "Keep on going, keep on growing" in Swahili.

The children were then treated to the production of "Beauty and the Beast," presented by the Looking Glass Theatre. Program statistics will be tabulated this month.

Ms. Hult stated that this program has been taking place for fourteen years and she wished to thank everyone who helped in making this year's program a success.

Miss Morris stated that copies of the new "Children's Rights" statement are now being distributed.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff stated that the Friends did not meet in August.

2. She stated that the Friends provided funds for pages to move the Ludlow Drug Book Collection to a secure place in the basement of the Library.

3. They have provided a small fund for some materials for the showcase in the Special Collections Department.

4. They have also funded travel expenses for out-of-town candidates for City Librarian.

5. At staff request, audio-visual material will be purchased from funds left over from the American Issues Forum program, augmented by an amount donated by the Friends.

6. Mrs. Macduff stated that on behalf of the Friends she had contacted the three leading newspapers in connection with vandalism in the Sunset District. She had urged that news stories not single out the Library as the only facility being vandlized and was gratified to read in the Progress an edtorial indicating that the community was facing up to the issue of vandalism.

7. The Friends will sponsor a public reception to honor Mr. Castagna, on Tuesday, October 12, between 5:00 P.M. - 7:00 P.M., in the Lurie Room of the Main Library.

KEEP LIBRARIES ALIVE
MRS. BILLIE PEARL-SCHULER

1. Miss Stong reported that she would attend the Board of Supervisors meeting to hear their discussion on the topic of the new tax rate and whether or not they planned to trim the Library budget. She intends to speak out in opposition to any further cuts.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. After lengthy open discussion by Commissioners, library users, and staff members, it was moved by Commissioner Weisberg, seconded by Commissioner Englander, and unanimously approved, that the Library Commission institute the new branch schedule entitled "Plan A Revised" beginning on September 20, or as soon thereafter as it is possible for the staff to put it in motion. The new schedule will have five large branches (Chinatown, Excelsior, Richmond, Sunset and West Portal) open on six-day schedules. All other branches will be on five-day schedules, half of them Monday thru Friday, and the balance Tuesday thru Saturday. The plan also establishes a three-librarian "Substitute Pool" which will be available to cover schedules in case of vacation, jury duty, or illness. It is expected by the Commission that the new schedule will eliminate the need to close branches for lack of staff during hours that they are scheduled to be open. The Main Library will continue on the current schedule. These schedules will continue only until the end of the year, at which time a major reorganization will take place.

It was decided that maintaining at least five-day service in all branches was more important than reopening the Main Library on Sundays. Therefore, it was moved by Commissioner Yung, seconded by Commissioner Richardson and unanimously approved, that there be no Sunday hours in the Main Library until the Library has an adequate staff to operate efficiently on a seven-day schedule.

Commissioner Englander reported that the Sunday hours in the Chinatown Branch will discontinue after September 12, 1976.

Commissioner Bransten suggested that neighborhoods or organizations wishing to help the Library receive the funding it needs to provide good, effective library service to all San Franciscans should organize and support the Library's requests before the Board of Supervisors.

COMMUNITY AFFAIRS AND BICENTENNIAL COMMITTEE
COMMISSIONER RAYE G. RICHARSON

1. No report.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. At a meeting of the Library Resources Committee it was decided that the matters of the Discard Policy and the Book Selection Policy be referred to Mr. Castagna to work out with the staff. Also referred to Mr. Castagna were the complaints from children's librarians about the level of budget allocations for children's materials this year. Mr. Castagna and Mrs. Goodwin issued a statement justifing the budget modifications; the Library Resources Committee will be meeting with the children's librarians on September 24 to discuss this matter further.

2. It was moved by Commissioner Yung, seconded by Commissioner Weisberg and unanimously approved, that the following resolution be adopted:

WHEREAS, on May 1, 1900, the Honorable James D. Phelan, Mayor of San Francisco, did present the Official Flag of the City and County of San Francisco to the San Francisco Police Department; and

WHEREAS, fifty-two years later on June 11, 1952, the Honorable Elmer E. Robinson, Mayor of San Francisco, on request by Resolution of the Police Commission, did place the Official Flag in the care of the Society of California Pioneers; and

WHEREAS, the San Francisco Board of Supervisors and Police Commission have both passed Resolutions recently urging for the return of the Official Flag from the Society of California Pioneers to the Public Library for public display; therefore, be it

RESOLVED, that as citizens, the San Francisco Public Library Commission is indebted to the Society of California Pioneers for its past care of the Official Flag; and be it

FURTHER RESOLVED, that the Library Commission, not wishing to enter into a controversy over the Official Flag, will not actively pursue the return of the Official Flag, but will abide by the decision of the Police Commission on this matter.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

1. Two letters written to the Committee have been referred to the City Librarian for recommendations. One of the letters was from Ms. Betty Oslon and Ms. Shirley Mack, of the Waden Branch, on the question of keeping the branch open when a qualified-trained professional librarian is temporarily absent from the Branch. The matter was also referred to the Chief of Branches.

The second letter was from the Librarian's Guild concerning the possibility of employing part-time librarians, suggesting a special arrangement by which this might be done. This matter will be further investigated by Mr. Castagna and Mr. Murphy, Personnel Officer.

2. It was moved by Commissioner Englander, seconded by Commissioner Yung and unanimously approved, that the following resolution #923 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of August, 1976.

SCHOOLS COMMITTEE

1. It was moved by Commissioner Englander, seconded by Commissioner Yung and unanimously approved, that the Library Commission appoint the following named persons to the Joint Libraries Task Force:

Ms. Grace Ruth (recommended by Ms. Morris) for Mr. Bransten
Ms. Joan Dillon (recommended by Ms. Goodwin) for Mr. Callanan
Ms. Glenda Hooper (recommended by Ms. Kincaid) for Ms. Stern
Ms. Marilyn Sachs (recommended by Ms. Weisberg) for Ms. Weisberg
Mr. Barton Knowles (recommended by Mr. Englander) for Mr. Englander
Mr. Gordon Chin (recommended by Ms. Yung) for Ms. Yung
Mr. Bill Taylor (recommended by Ms. Richardson) for Ms. Richardson

And further moved that the school district be notified of this action.

Commissioners Weisberg, Englander, Yung and Richardson spoke a little on the backgrounds of the people they had recommended to the Task Force. Commissioner Englander thanked the Commissioners and the three staff members for their recommendations.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that it is a big boost for the Library to have Mr. Castagna as City Librarian.

2. She reported that the money still owed to Mr. Robert Meyer and Mrs. Bertha Hellum is now in the process of being paid to them.

3. Commissioner Stern praised everyone on the Search Committee, saying that they have worked very hard in the selection of a permanent City Librarian. She thanked Mr. David Murphy, Personnel Officer, and his staff for their most helpful service in this matter.

The final interviews for the City Librarian will begin the week of September 13; it is hoped that the series will be completed by mid-October. The Friends have made special schedule arrangements for applicants who are traveling long distances to San Francisco for their interviews.

Arrangements are being made so that library staff members will have an opportunity to meet the candidates who are coming to San Francisco to be

interviewed. There will be a coffe-reception at 8:00 a.m., Thursday, September 16, in the Commission Room to meet the first of the out-of-town candidates. Subsequent coffee-receptions will be held on September 23, September 30, and October 7. All of these are at 8:00 a.m., on Thursday mornings, in the Commission Room. The Friends are underwriting these coffee-receptions. The Commission will hold its final interviews of these candidates at 4:00 p.m. on the Friday following each of these receptions.

Ms. Anne Marie Gold, representing the local chapter of Women Library Workers, appeared at the Commission meeting to urge appointment of a woman as City Librarian. She pointed out that a woman has never headed SFPL, and explained that her group wants "a qualified woman in this job, one who will be responsive to the entire staff and community, not only to women."

It was reported that some women and at least one minority representative are among those still under consideration for appointment as City Librarian.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of August, 1976 in the amount of $2,129.07 be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the following resolution #924 be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid at a meeting of the California Library Association Ad Hoc Group on Professional Standards on September 3, 1976 in Los Angeles; travel expenses to be paid from State (Public Library Services Act) funds, in accord with No. 12-N of the Plan of Service, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the following resoltuion #925 be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Johanna Goldschmid and Joan Dillon at a two-day seminar on the conservation of library materials sponsored by the Western Interstate Library Coordinating Organization, to be held September 20 & 21, 1976, in Burlingame, California; expenses to be paid from State (Public Library Services Act) funds, in accord with No. 12-N of the Library's Plan of Service, as such funds permit.

4. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the following resolution #926 be adopted:

> RESOLVED, that the Library Commission hereby authorizes Roberto Esteves to provide on-site consulations from October 4-7, 1976 with Chula Vista Public Library, Oceanside Public Library, and

the Metropolitan Library System and to present a two-day video production workshop for the Santiago Library System, October 8-9, 1976 in accordance with the consultancy program outlined in the California Video Resource Project's Library Service and Construction Act Contract #5894, all expenses to be paid from the California Video Resource Project funds, as such funds permit.

COMMUNICATIONS

1. Mr. Cerasi read a letter, dated August 16, 1976, to the Commission from Mr. John Schonleber, Director of the American Issues Forum of San Francisco. The letter thanked the Library for the hospitality it has extended to the Forum and its staff since February, 1975.

The question was raised whether or not the Library has a policy for lending out space to public organizations. It was stated that there is no firm policy on this matter. The question was referred to Mr. Castagna and Mr. William Ramirez, Chief of Main, to make a recommendation on it.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 9:55 P.M.

The next regular meeting will be held Tuesday, October 5, 1976, at 7:00 P.M. in the Park Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

SEPTEMBER 7, 1976

RESOLUTION NO. 923

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of August, 1976, be approved:

3602 PT Page
Tom Badillo
Michael Case
Zaida Figueroa
Gregory High
Edward Kelm
Barbara Laughrey
Lori Murakami
Anacita Pasibe
Wai Yee Wong
Betty Yee
Katherine Yee

3610 Library Asst. PT
Cary Yurman

3630 Librarian I
Fred Slimp

3632 Librarian II
Joyce Dixon

3670 City Librarian
Edwin Castagna

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Donald Carrera
Gerald Gelbard
Terence Madden
Barry Millar
Carol Poong
Karen Schneider

3602 PT Page
Jack Stone
Gordon Wong
Annette Young

3610 Library Asst. PT
Cary Yurman

SAN FRANCISCO PUBLIC LIBRARY

PUBLIC LIBRARY

COMMISSION MEETING

Minutes

October 5, 1976

The regular meeting of the San Francisco Public Library Commission was held October 5, 1976, at the Park Branch Library.

The meeting was called to order at 7:15 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Richradson, Stern, Weisberg, and Yung.

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the September 7, 1976 Commission minutes be approved.

CITY LIBRARIAN'S REPORT
MR. EDWIN CASTAGNA

1. Mr. Castagna reported on the request made by the Finance Committee of the Board of Supervisors for a cut of $200,901 in the Library's 1976-77 budget. Mr. Castagna stated that this cut will be taken from the salaries item. He said that the impact would be no curtailment in staff and services becasue we have already been underspending our salary budget and as a result of the savings on over 20 presently frozen positions we will now be able to fill many of these frozen positions. We will be able to allow some of the staff, who wish to do so, to work a reduced number of hours a week. With the money saved we expect to be able to employ other personnel.

However, if CETA is eliminated on December 31 we will be forced to curtail services and probably close some branches. We have, at present, 93 CETA employees, almost 1/4 of the library staff. We are now working out contingency plans to be discussed with the Extension Committee, under Commissioner Weisberg.

2. Mr. Castagna asked that the Commissioners read the comments on the findings and recommendations of the Grand Jury Report that he had written up and which they had before them. He stated that the Grand Jury Report appears to have examined the San Francisco Public Library with some care, keeping in mind the Library's objectives and functions. The recommendations bear on some of the Library's most urgent problems. Most of the recommendations are sensible and should be carried out.

Commissioner Englander presented two substitute statements on the comments of the Grand Jury Report in connection with changes in wording. One was for item number 5, on page one; this substitute statement was not approved by the Commission. The second was for item number 1, on page four; it was moved by Commissioner Englander, seconded by Commissioner Richardson and unanimously approved, to accept the second substitute statement.

It was moved by Commissioner Yung, seconded by Commissioner Bransten and approved by the majority of the Commission, (ayes: Commissioners Callanan, Bransten, Richardson, Stern, Weisberg, and Yung - noes: Commissioner Englander), to adopt the response to the Grand Jury Report with the one change

in wording as moved by the Commission. It was further moved, and unanimously approved by the Commission to adopt the response to the Grand Jury Report as a response from the City Librarian.

3. Mr. Castagna asked the Commission's approval of the Library's intention to send Notices of Intent to submit proposals for Federal LSCA funds for Minority Recruitment, Bay Area Reference Center, and a Media Resources Center. After discussion on this subject, it was moved by Commissioner Stern, seconded by Commissioner Weisberg and unanimously approved, to go ahead with the applications for Federal funds. The Notices of Intent are due by October 15.

4. It was stated that the response to the Management Audit Report has been drafted. This response will be presented to the Commission for comments at the November meeting, possibly before.

5. Final preliminary drawings for the remodeling of the Bernal Branch basement for community use were shown to the Commissioners. Neighborhood interests were consulted and their ideas had been incorporated. The project is being financed with Community Development funds.

6. Mr. Castagna invited everyone to visit the Main Library's third floor exhibit on calligraphy, which will be on display until November 28. Mr. Castagna read a letter from Mr. Ken Jackson, a Los Angeles student of calligraphy, which stated his appreciation that such a fine collection is available for public use and viewing.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported on the difficulties the Library is having in getting the services of the gardeners from Park and Recreation Department to care for grounds surrounding branch libraries. Since this service is budgeted, Mr. Cerasi will draft a letter, to be signed by President Callanan, expressing our dissatisfaction with the present service.

STAFF REPORT

1. No report.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff reported that the Friends had provided the refreshments at the parties for the candidates for City Librarian, and she felt that they had been successful events.

2. Mrs. Macduff further reported on the current activities of the Friends, and expressed concern over the status of the News Call Bulletin Morgue Project. She stated that the Friends had received a grant, of a considerable amount, from the Hearst Foundation, with which this project could be kept up if the Commission wishes to carry through. After discussion, the matter was referred to the Library Resources Committee to make a recommendation for the Commission. Mr. Ramirez and Mrs. Macduff, for the Friends, are to work with the Committee on this matter.

KEEP LIBRARIES ALIVE
MRS. BILLIE PEARL-SCHULER

1. Miss Mary Louise Stong reported on the successful efforts of KLA to preserve the Library's budget. She stated that two letters had been written, both from the Neighborhood Coalition. The first was directed to the Board of Supervisors and the Mayor and was a plea that funding for the Muni and the Library not be cut further. The second was sent to Supervisor Molinari and recommended against closing the Business Branch for economy reasons.

She further reported on the value of working closely with the San Francisco Neighborhood Coalition, which now has office space in the Main Library.

COMMUNITY AFFAIRS AND LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. No report.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern stated that the money owed Mr. Robert Meyer is now in the process of being paid to him.

2. Commissioner Stern commended Mr. Castagna for his comments on the need for a new Main Library (in his reply to the Grand Jury Report). She read his statement and said that her Committee will continue to seek planning monies to work toward this goal.

SEARCH COMMITTEE

1. Commissioner Stern announced that the Commission will meet in Executive Session on Saturday, October 9, to make its final decision on a new City Librarian.

Commissioner Englander thanked Mr. James Chaffee for his recommendation of a more open process of interviewing candidates for the City Librarian position, which resulted in the open public interviews.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. Commissioner Weisberg commended Ms. Elsie Wong for her excellent report on the summer Sunday hours at the Chinatown Branch Library. She summarized the report to the Commission. Commissioner Englander, also, thanked Ms. Wong for this report.

2. Commissioner Weisberg announced that public hearings will be held in the Noe Valley and Park Branch Libraries to explore remodeling in the basements of these two branches. This remodeling will be financed with Community Development funds.

3. Commissioner Weisberg further reported that she had met with Mr. Castagna and Mrs. Scannell to discuss the preparation of Standards for Branch Libraries. The Library Extension Committee will be meeting and then reporting back to the Commission on this subject at the November meeting.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Commissioner Yung reported on her attendance at the Children's Librarians' meeting on September 17. Her Committee feels that it is too far into the budget year to make modifications in the materials budget, and that the final breakdown of the budget is an internal administrative decision. She, therefore, had no recommendation to make. The Library Resources Committee hopes to work closely with the City Librarian to set priorities that will guide the way in which next year's budget is allocated.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of September, 1976 in the amount of $3,523.60, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #927, be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Mary J. Goldthorpe at the annual conference of the American Society for Information Science to be held October 4-7, 1976 at San Francisco Hilton; expenses to be paid from City funds, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the following resolution #928, be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Leslie Eldridge at the Multi-State Center Conference sponsored by Library of Congress, Division for the Blind and Physically Handicapped. The Conference to be held on October 23-24, 1976 at Salt Lake City, Utah; expenses to be paid from City funds, as such funds permit.

4. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #929, be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Bonnie Jo Dopp at the Videotape Workshop, to be given by the University of California, Berkeley Extension, at Lone Mountain College, January 8-15, 1977; tuition to be paid from Bay Area Reference Center travel funds, as such funds permit.

5. The following resolutions were unanimously adopted by the Commission:

RESOLUTION #931

AUTHORIZING APPLICATION AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY REFERENCE DEMONSTRATION PROJECT FOR 1977-78.

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Library Services and Construction Act administered by the California State Library for the operation of its reference demonstration project, the Bary Area Reference Center; and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act due to its successful operation of the above reference project; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1977-78 to be applied to the Bay Area Reference Center; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

RESOLUTION #932

AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE CALIFORNIA STATE LIBRARY FOR THE DEVELOPMENT OF COMMUNICATION TECHNOLOGY LIBRARY SERVICES, 1977-78.

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services to people without adequate service; and

WHEREAS, the San Francisco Public Library desires to collect, publicize and disseminate varied informational, educational, and cultural materials in all communications media; therefore, be it

RESOLVED, the San Francisco Public Library be authorized to apply for Federal LSCA funds for 1977-78 for the development of communications technology library services; and be it

FURTHER RESOLVED, the San Francisco Public Library be authorized to accept Federal funding for 1977-78 as provided by grant approval of the California State Library; and be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by such grant funds.

RESOLUTION #933

AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE CALIFORNIA STATE LIBRARY FOR MINORITY RECRUITMENT TRAINING FUNDS, 1977-78.

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the assistance of minority students in training for librarianship; and

WHEREAS, members of minority groups are underrepresented in the library profession statewide and particularly in San Francisco; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California for funds to sponsor students for such training; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal funding for 1977-78 as provided by such grants, not to exceed $10,000, as approved by the State of California; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County to continuance beyond the period covered by said grant funds.

6. Commissioner Bransten gave a summary report of the Budget and Operations Committee's first meeting to the Commission. He thanked the members of his Committee and the Library administrators who attended the meeting; which was held to establish the procedures and deadlines for preparation of the 1977-78 budget.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

1. No report. Commissioner Englander will be scheduling a meeting for later on this month.

2. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution #930, be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of September, 1976.

COMMUNICATIONS

1. Mr. Cerasi read a letter to the Commission from Casa Hispana De Bellas Artes, the oldest Raza cultural organization in the Mission District, which asked that the Mission Branch Library's hours not be cut back. Mr. Castagna will write a reply to this letter.

2. A second letter was read to the Commission, which came from Mr. Charles Robbins Arnold, a member of the San Francisco Bicycle Coalition, stating that the Coalition will be starting a survey on the subject of parking and storage of bicycles by library patrons at the various branches of the San Francisco Public Library. It stated that they would like to know the Library's plans in regard to this matter. The Commission directed that a letter be written to the Bicycle Coalition stating that the Library looks forward to the results of their survey when it is completed, at which time the matter can be discussed with the Library in further detail.

* * * *

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that if it is at all feasible, the subject of opening the Main Library on Sundays should be taken into consideration when filling of frozen positions actually takes effect. It was said, however, that this need not be considered a first priority.

* * * *

Ms. Ann Chamberlain, an art instructor who teaches classes in the basement of the Park Branch Library, addressed the Commission on the subject of the community's involvement in planning the use of the Park Branch basement meeting room. After some discussion, on this matter, the Commission agreed that a revised policy governing use of all library meeting rooms should be developed with community input.

* * * *

Commissioner Callanan announced that an Executive Session of the Commission will be held Saturday, October 9, 1976, at 10:00 A.M. in the Main Library.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 10:20 P.M.

The next regular meeting will be held WEDNESDAY, November 3, 1976, at 7:00 P.M. in the Ortega Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

OCTOBER 5, 1976

RESOLUTION NO. 930

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September, 1976.

3602 PT Page
Susan Bohegian
Peter Chin
Ralston Fong
Toinette Laurat
Diane Lee
Phillip Leung
Elizabeth Robertson
Sabrina Sam
Michael Sanchez
Maryanne Stewart
Anthony Toy

3602 PT Page
Dexter Yee

3616 Library Tech. Asst. I
David Lofting

3630 Librarian I
Christine Ahrens

3630 Librarian I - PT
Marilyn Dong

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Dolly Choy
Lawrence Fan
James Farrell
Patricia Goulding
Paolo Guido
Vincent Leach
Catherine Perpich

3602 PT Page
Tom Roselli
Warren Sam
Randall Woo
Jeffrey Yee

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SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

November 3, 1976

The regular meeting of the San Francisco Public Library Commission was held November 3, 1976, at the Ortega Branch Library.

The meeting was called to order at 7:20 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Richardson, Stern, Weisberg, and Yung.

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the October 5, 1976 Commission minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. EDWIN CASTAGNA

1. Mr. Castagna reported that the Library is in the process of filling 17 frozen positions which were determined by the Advisory Council to be urgently needed. We are also working on reduced work week plans which are hoped to be in operation as soon as possible.

The CETA program has been extended until September, 1977. The Library, therefore, will retain its present employees who are working under this program.

2. Mr. Castagna stated that the Library's response to the Grand Jury Report has been sent to the Grand Jury and other appropriate officials.

3. It was moved by Commissioner Yung, seconded by Commissioner Stern and unanimously approved, to accept the Management Audit Report as prepared. The Commission gave their appreciation for the good work that went into the making of this report. They also thanked Mr. Dave Belch, who had drafted the report.

4. It was moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, to accept the Goals Statement, which was drafted as a result of the recommendation in the Grand Jury Report that the Library's Book Selection Policy be revised. The numbers that had been given to specific goals were removed so as to avoid the impression that the numbers represented priorities.

5. Mr. Castagna stated that the Library's budget calendar for the 1977-78 budget has been mailed to each Commissioner.

6. He reported that the San Francisco Unified School District and Public Libraries' Joint Task Force had held its first meeting on October 28 at the Excelsior Branch Library. Commissioner Englander asked that if the library staff had any ideas/suggestions as to what might or might not take place on this Task Force that they give them to the following persons: Mrs. Joan Dillon, Ms. Grace Ruth, or Mrs. Glenda Hooper.

7. Mr. Castagna stated that Mrs. Scannell has been working on a statement of standards for branch services throughout the city. He reported that in connection with this the Friends are considering the underwriting of the cost of a survey on neighborhood library needs.

8. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the Library be closed at 5:00 P.M. on December 24, Christmas Eve, and December 31, New Year's Eve.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Cerasi reported that the civic ceremonies for Columbus Day 1976 took place Saturday, October 9 at Coit Tower. He stated that the Library Department was mentioned in appreciation for having furnished the chairs for the ceremonies.

STAFF REPORTS

1. Miss Morris reported on the Children's Book Week which is being celebrated throughout the Libraries during the month of November. Also, during the month of November, the Library's children's librarians meet jointly with the elementary school librarians. This year they have included the junior high school librarians as well.

Miss Morris stated that there are some concerns of spreading the children's book budget for the rest of the year, but stated she will do the best possible.

2. Ms. Florence Mitchell stated that the Librarian's Guild had given some suggestions to the last three goals on the Goals Statement but that no action had come in on them. Commissioner Englander stated he would read a resolution later in the meeting in connection with this subject.

Ms. Mitchell requested that a meeting between the Librarian's Guild and the Personnel and Staff Relations Committee be held in the near future. Commissioner Englander replied that such a meeting will be scheduled.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff reported that the Friends had cooperated with the Library at the Community Fair, which was held Saturday, October 30. She stated that the Friends will continue to have booths at every Community Fair which will say "Meet Me At The San Francisco Public Library."

Mrs. Macduff conceded her time to patrons of the Ortega Branch Library who were in attendance at the meeting.

Several patrons stated their resentment of the closing of the Ortega Branch on Saturdays. A general discussion was held concerning branch hours, at the end of which President Callanan asked that the Library Extension Committee consider all alternatives to the problem of opening all branches to best serve the public.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. Miss Stong requested a copy of the budget calendar that Mr. Castagna had mentioned earlier in his report.

2. Miss Stong outlined KLA to the people present at the meeting.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

1. It was moved by Commissioner Englander, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #934 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of October, 1976.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern announced that Mr. John C. Frantz will be our new City Librarian beginning February 1, 1977. She stated her heartfelt appreciation to the staff who helped tremendously throughout the search for the new City Librarian.

2. Commissioner Stern reported that the Main Library Committee had met last week and discussed the matter of obtaining a new Main Library building. It was decided that the Library go ahead with its planning for this new building and take the immediate steps necessary for a 1978 Bond Issue. The Main Library Committee will be meeting with the library consultants, Mr. Robert Meyer, and Mrs. Bertha Hellum in the near future. The Committee also decided to see the Mayor to discuss a long-range plan and attempt to secure the planning monies that will be needed for the project.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. Commissioner Weisberg called upon Mr. Roberto Esteves, the California Video Resource Project's Director, to explain the grant proposal for a media center in the Library. The media center would be funded by LSCA funds and would be set up in one of the branches, which one, is yet to be determined. If the grant is approved the operating date will be October or late Fall of 1977.

2. Commissioner Weisberg reported that the Extension Committee is working on a Standards Chart which would set standards for branch service. The Committee will also be working out a long range master plan for branch service. Commissioner Weisberg stated that at the December meeting she will give conclusions on these plans.

3. The Commission reviewed the plans for community rooms at the Chinatown and Noe Valley Branches. These projects are to be funded by Community Development Funds.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Commissioner Yung reported that the Library Resources Committee is working with the Friends to develop a program to train docents to lead tours of the Main Library. Pre-recorded cassette tours of the Main are also under consideration. It was moved by Commissioner Yung, seconded by Commissioner Weisberg and unanimously approved by the Commission to endorse this program.

2. There was a general discussion of the future of the News-Call Bulletin morgue. The Friends have renovated the basement of the Main Library to hold this collection. Commissioner Yung stated that there should be further study on this subject before a recommendation can be made to the Commission from the Resources Committee. It was decided that the Commission make a tour of the morgue in order to have a clearer idea of how best to proceed with the care and procedures of this collection.

COMMUNITY AFFAIRS AND LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. Commissioner Richardson stated that she only had to report that Jule Johnson had not gained a seat on the school Board of Education.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Englander and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of October, 1976 in the amount of $9,729.50, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #935 be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Goodwin at a meeting called by the State Library for representatives of California public library systems to formulate interlibrary loan statistical data gathering procedures, to be held at the Airport Marina Hotel, Los Angeles International Airport, November 19, 1976; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following resolution #937 be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Miles Hamada and Jim Reilly at the Third Annual Automation Update Meeting presented by the California State Library at the Edgewater Hyatt House, Oakland Airport, October 29, 1976; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

4. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #938 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid, William Ramirez, Eunice Parker, Glenda Hooper and Beth Beerbohm at the CLA annual convention, December 2-6, 1976 at the Los Angeles Airport; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

5. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolution #939 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Beth Beerbohm at the Young Reader Medal Award Luncheon, November 6, 1976 in Sacramento at the California Reading Association's Convention; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

6. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the following resolution #940 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Peggy Pavelski and Roberto Esteves at the CLA Conference in Los Angeles from December 3-6, 1976; expenses to be paid from the California Video Resource Project funds, as such funds permit.

7. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the following resolution #941 be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilda Turitz, Anne Roughton, Sue Critchfield, and Audrey Powers to participate in a preconference BARC workshop on December 1, 1976, and attend the annual conference of the CLA December 2-6, 1976, in Los Angeles; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

8. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #942 be adopted:

RESOLVED, that the Library Commission hereby authorizes Bonnie Jo Dopp to participate in a preconference BARC workshop and visit the headquarters of the Southern California Answering Network (SCAN) on December 1 and 2, 1976, in Los Angeles; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

9. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following resolution #943 be adopted:

RESOLVED, that the Library Commission hereby authorizes

Vivian Kobyashi to visit the headquarters of the Southern California Answering Network (SCAN) on December 2, 1976, in Los Angeles; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

10. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the following resolution #944 be adopted:

AUTHORIZING APPLICATION FOR FEDERAL FUNDS THROUGH THE STATE LIBRARY FOR THE EXTENSION AND IMPROVEMENT OF PUBLIC LIBRARY SERVICES FOR 1977-78.

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of Public Library Services both to geographical areas and to groups of people without adequate services; and

WHEREAS, the San Francisco Public Library is desirous of making application to the state of California for funds to extend and improve services to the people of San Francisco; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for Federal funding for 1977-78 as provided by such grants as approved by the state of California.

COMMUNICATIONS

1. A letter from the Librarian's Guild to President Callanan, concerning the "rule of three," was referred to the Personnel and Staff Relations Committee.

2. Two letters received by the Commission from patrons of the library, concerning their disappointment in branch hours, were referred to the Extension Committee.

* * * *

It was moved by Commissioner Englander, seconded by Commissioner Bransten and unanimously approved, to adopt the following resolution:

RESOLVED, that the City Librarian and his staff and each of the Commission's present committees give a close study to the goals statement - along with other contributions, such as the Guild's - with a view toward developing a comprehensive, long-range schedule of library service priorities.

* * * *

Mr. James Chaffee, a patron of the Library, called upon the Commission to report the rollcall vote on the selection of Mr. John Frantz to be the new City Librarian. Commissioner Callanan said that he would seek the advice

of the City Attorney before revealing the Commission vote. He will report back on this matter at the December Commission meeting.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 9:25 P.M.

The next regular meeting will be held Tuesday, December 7, 1976, at 7:00 P.M. in the Main Library.

Respectfully submitted,

GEORGE CERASI
Secretary
Library Commission

November 3, 1976

RESOLUTION NO. 934

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October, 1976, be approved:

3602 PT Page	3602 PT Page
Howard Brough	Roger Pickett
Theresa Carroll	Noelle Ramirez
James Chin	May Tan
Bassem Elias	Cynthia Washington
Graciela Galindo	Ronald Wilson
Jose Paniagua	Bruce Wong

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page	3602 PT Page
Frankie Choy	William Grey
Jennie Fong	Debra Schussheim
Patricia Goulding	Katherine Yee

DOCUMENTS
SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

December 7, 1976

The regular meeting of the San Francisco Public Library Commission was held December 7, 1976, at the Main Library.

The meeting was called to order at 7:15 P.M. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Bransten, Englander, Richardson, Stern, Weisberg, and Yung.

It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the minutes of the November 3, 1976 Commission meeting be accepted, with an amendment on page three, item two, under the Library Extension Committee report, that Commissioner Weisberg would not have conclusions on the long range Master Plan and Standards Chart plans for branch service at the December meeting.

CITY LIBRARIAN'S REPORT
MR. EDWIN CASTAGNA

1. Reported he is working with the Main Library and Library Extension Committees to develop a Master Plan for the Library. He plans to develop this plan further with the staff and all the Commissioners.

He asked the Commission to take notice of the map that was set up in the room which indicated location of branches in the new Supervisorial districts.

2. He and Mr. Murphy met with Supervisor Molinari to seek solutions to problems which have thus far stalled implementation of the Reduced Work Week program. It is expected that Supervisor Molinari will introduce suggestions for solution of the problems at the December 15, meeting of the Finance Committee.

3. Preparation of the 1977-78 budget request is well underway. Public hearings on the budget will be held: Tuesday, January 4, 1977, at 4:00 P.M. in the Commission Room of the Main Library; Wednesday, January 5, at 7:00 P.M. in the Western Addition Branch; and Thursday, January 6, at 7:00 P.M. in the Mission Branch. There will also be a meeting of the staff to discuss the budget request at 9:00 A.M., Thursday, December 30, 1976, in the Lurie Room of the Main Library.

After these meetings a Special Budget Meeting will be held Tuesday, January 11, 1977 at 4:00 P.M. in the Commission Room. Its purpose will be to review the staff suggestions for the 1977-78 budget request, the suggestions received at the public hearings, and to adopt the the budget request that is due in City Hall on January 21, 1977. A videotape program explaining the budget request is being prepared by the California Video Resource Project, to be shown at the public hearings, and to the Mayor when the request is submitted to him.

4. On November 23, 1976, Mayor Moscone presented the San Francisco Twin Bicentennial Archives to the San Francisco Public Library.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Plans are underway to allow handicapped patrons to share use of the staff restrooms on the first floor of the Main Library.

STAFF REPORTS

1. Ms. Dorothy Hult reported, in the absence of Miss Morris, on the meeting of the Elementary School Librarians and the Public Library's children's librarians which was held on November 18. She gave an outline of the meeting and stated that it was a very successful affair.

2. Mr. Roberto Esteves reported on the progress in preparing an LSCA grant request for a "Media Literacy" demonstration project. A survey was taken which showed that 88% of 363 people who responded felt that the Library should provide more than book services. The grant proposal, which will be submitted to the State Library in January would designate one SFPL branch as a multi-media communication center. The program would include workshops teaching "media literacy" and provide facilities for production, viewing and listening. Special programs to produce audio materials for the blind and visual materials for the deaf are also planned. Public Library audio visual materials and equipment would be centrally stored, maintained and repaired at the "communication center." The program includes in-service training of Library staff in selection, use and integration of A-V materials, and for development of indexes and access to non-print resources.

After some discussion Mr. Castagna stated that the Advisory Council had approved this project and that the Commission had given its approval to go ahead with this project at an earlier Commission meeting. Mr. Esteves will, therefore, proceed to prepare the actual grant proposal.

3. Ms. Florence Mitchell asked that the subjects of public use of staff restrooms, implementation of the reduced work week program, and development of a policy to deal with bomb threats be discussed in the "meet and confer" process.

Mr. Castagna stated that he is working on a response for procedure of a bomb threat. Commissioner Callanan asked that this response be outlined at the January Commission meeting.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. There will be a "Gigantic Mini Book Sale" on Thursday, December 9, 1976 in the Lurie Room, from 10:00 A.M. to 6:00 P.M.

2. The Commissioners and the Library staff are invited to a celebration for the publication of a new edition of a local classic, Cable Car Days in San Francisco which was written by Mr. Edgar Kahn. The celebration will be held in the S.F. History Room, on Thursday, December 9, between 5:00 P.M. and 7:00 P.M.

3. At the December 1st meeting of the Board of Directors of the Friends, it was asked that the Library Commission draft a plan for the survey that the Friends are planning to make on the needs of the neighborhoods for library services. The Friends are most anxious to help in this survey.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. Miss Mary Louise Stong reported for Mrs. Pearl-Schuler that KLA will be ready and willing to work on the 1977-78 Library Budget as soon as it is possible to do so.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. The central problem of the Library is the need for more space. It is urgent that we move forward now for a new Main Library building. A meeting was held with Mr. Meyer, Ms. Hellum, and Ms. Stong on November 18, and one with the City Planning Department on December 2. The Planning Department is supportive of our plans and concurs that $50,000 planning money will be necessary, to come, possibly, from Community Development funds, or from our 1977-78 budget. Commissioner Stern predicted that the Carter administration will fund new public works projects and suggested that the San Francisco Public Library might well obtain such funds to pay, at least partially, for a new Main Library, if planning for the new building is completed soon. She has discussed this subject with our City Librarian designate, Mr. John Frantz, by telephone, and he urges "full speed ahead."

A lengthy discussion on the plans for securing a new Main Library building was held after Commissioner Stern made her report on the subject. She stated that from now on all information on the new Main Library will be written in the Official Bulletin.

2. Mr. Bernard Averbuch, who was instrumental in obtaining the funds to remodel the Lurie Room, has informed Commissioner Stern that he has another prospective donor who might fund a similar project. Mr. Castagna and the staff were asked to suggest appropriate projects.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. Mrs. Scannell reported that as a result of the new branch schedule adopted by the Commission, there were no unscheduled closings of branch libraries during November. She aslo reported that the problem of providing substitute coverage had been considerably simplified by the new schedule of service.

2. Commissioner Weisberg reported that she is working on developing a Branch Master Plan. The Commissioners had received a draft of this Master Plan in their Commission folders. Hopefully, by February a draft of the survey on neighborhood library needs, which is being funded by the Friends, will be ready for Mr. Frantz' inspection. Then if all goes as planned, the completed survey will be finished by the end of Spring.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Reported that Mr. Ramirez is still researching to see if there is any work already done in-depth on the kind of material that we hold in our Newspaper Morgue. He hopes to have a full report ready for the Resources Committee soon. This Committee will be meeting Monday, December 13, 1976, at 3:00 P.M. in the City Librarian's Office.

Also, at this meeting the Resources Committee hopes to have a chance to talk about priorities in regards to library resources.

COMMUNITY AFFAIRS AND LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. Reported that the Afro-American Society is having a series of exhibits on Blacks in the West, and that the current exhibit is entitled "Relections II - Tradition of Courage."

2. Mr. Castagna is preparing a list of legislative measures pending on State and Federal levels. A report on Legislation will be given by Commissioner Richardson at the January Commission meeting.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. Mr. Murphy was asked to outline the personnel section of the Library's budget request which was requested by the Mayor and must be submitted to City Hall earlier than other sections of the budget. We currently have 276 permanently budgeted positions, plus 83 CETA positions, a total of 359. The budget request will ask that the CETA positions be made part of our permanent staff and that 89 new positions be created. This would provide the Library with a permanent staff of 448 at an increase of $1,577,356 over current costs. Some of these positions will be part-time and others will be temporary.

It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unaimously approved, that the budget request for personnel be accepted.

Public hearings will be held to give the public a chance to acquaint themselves with our budget requests. (See page one, item three, for dates.)

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of November, 1976, in the amount of $6,701.75, be accepted.

3. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolutions be adopted:

RESOLUTION #945

RESOLVED, that the Library Commission hereby authorizes the attendance of Jim Reilly at a meeting called by the State Library

for representatives of California public library systems to formulate interlibrary loan statistical data gathering procedures, to be held at the Airport Marina Hotel, Los Angeles International Airport, November 19, 1976; expenses to be paid from State (Public Library Services Act) funds in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #946

RESOLVED, that the Library Commission hereby authorizes ten dollars refund to Enerstine G. Carey, on her expired Deposit Card No. 8915. (Expiration Date was June 6, 1976.)

RESOLUTION #947

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the Midwinter Conference of the American Library Association, in Washington, D.C., January 30, 1977 through February 5, 1977; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

RESOLUTION #948

RESOLVED, that the Library Commission hereby authorizes the attendance of Joan Dillon to the PLAN Membership/Update meeting to be held at the Sheraton Hotel, Los Angeles International Airport, December 2, 1976; expenses to be paid from State funds, as such funds permit.

RESOLUTION #949

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the American Library Association Midwinter Meeting, January 29 - February 3, 1977, expenses to be paid from California Video Resource Project funds, as such funds permit.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

At the Personnel Committee meeting of Monday, November 21, the following subjects were discussed:

1. The Guild's representatives requested postponement of consideration of the items that the Guild originally asked the Personnel Committee to convene for and consider.

2. Mr. Castagna reported that the administration is still working on the complex details in preparation for the shorter work week, if and when the equities can be assured.

3. The rest of the meeting was devoted to a survey of personnel matters that need to be considered in the development of priority efforts. Commissioner Englander named several matters that need further considerations and stated that this subject is still in its preliminary stages.

4. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution #950 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of November, 1976.

COMMUNICATIONS

1. Commissioner Callanan reported, pursuant to a request made at the last Commission meeting by Mr. James Chaffee, that the roll call vote on the motion to name Mr. John Frantz as City Librarian was as follows:

YES VOTES: Commissioners Callanan, Bransten, Englander, Stern, Weisberg, and Yung.

NO VOTES: Commissioner Richardson

2. Commissioner Englander reported that Mr. Gordon Chin has resigned from the SFPL-Unified School District Joint Task Force. Therefore, Commissioner Yung moved to nominate Mrs. Ruby Tom as his replacement. The motion was seconded by Commissioner Englander and unaimously approved, to appoint Mrs. Tom to the Joint Task Force.

3. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that as of January, 1977 the Library Commission will hold Commission meetings in the following order: one month in the Main Library and the following two months in neighborhood branches. It was further moved by Commissioner Weisberg, seconded by Commissioner Stern and approved by the majority of the Commission, (Ayes: Commissioners Callanan, Bransten, Englander, Richardson, Stern, and Weisberg. - Noes: Commissioner Yung.) that the meetings in the Main Library begin at 4:00 P.M. and those in the branches begin at 7:00 P.M.

4. Three letters concerning branch hours were referred to the Library Extension Committee for consideration.

* * * *

Commissioner Callanan stated that part of the January 4, 1977 Commission meeting will be devoted to a public hearing on the 1977-78 budget request. Also at this meeting, Commission Officers for 1977 will be elected.

ADJOURNMENT

There being no further business to transact, the meeting was adjourned at 10:35 P.M.

The next regular meeting will be held Tuesday, January 4, 1977, at 4:00 P.M. in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library

December 7, 1976

RESOLUTION NO. 950

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1976, be approved:

Esteves, Roberto - 9740 Staff Assistant IV-Special Project
Walton, Joan - 3634 Librarian III
Kellum-Rose, Nancy - 3632 Librarian II

3602 PT Page	3602 PT Page
Cruz, Joseph	Hagopian, Janet
Lee, Corrine	Marron, Tom
Ow, Pamela	

AND FURTHER that the following resignation of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page	3602 PT Page
Galindo, Graciela	Lee, Lincoln
O'Hagan, Maureen	Yee, Dexter

1-4-77

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes — January 4, 1977

The regular meeting of the San Francisco Public Library Commission was held January 4, 1977 at the Main Library.

The meeting was called to order at 4:10 P.M. by Commissioner Stern.

On roll call, the following were noted present: Commissioners Stern, Bransten, Englander, Weisberg, Yung and Callanan. Commissioner Richardson was excused.

Commissioner Stern then stated that the meeting would be opened as a Public Hearing session for the purpose of discussing the 1977-78 Library Budget Request.

PUBLIC HEARING

Mr. Castagna reported to the public that the Library was in need of many material and financial needs. He described a few of these and outlined certain projects that the 1977-78 Budget Request would contain toward the implementation of these needs. A video tape, which described these needs in more detail, was shown at the meeting by Mr. Roberto Esteves. There then commenced an informative question and answer discussion period between the Commissioners, the staff of the Library and the public.

The Public Hearing closed at 6:00 P.M. with Commissioners Bransten and Callanan thanking everyone in connection with the preparation of this budget request.

* * * *

After a recess of fifteen minutes the Library Commission meeting resumed at 6:15 P.M.

It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that the December 7, 1976 Commission meeting minutes to accepted with an addition in the Friends' Report, page three, item three: that the Friends had asked the Library Commission to draft plans for a Master Plan as well as for the survey on neighborhood library needs.

CITY LIBRARIAN'S REPORT
MR. EDWIN CASTAGNA

1. It was asked that the Commission approve the closing of the Chinatown Branch Library at 5:00 P.M. on Thursday, February 17, 1977, which is Chinese New Year's Eve. It was moved by Commissioner Stern, seconded by Commissioner Yung and unanimously approved, that the Chinatown Branch be closed at 5:00 P.M. on February 17.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. It was moved by Commissioner Weisberg, seconded by Commissioner Englander and unanimously approved, to accept the new contract between the San Francisco Public Library and Copico which would provide the Main Library with converted dry copy coin operated machines, a newspaper reader-printer, and a microfiche reader-printer.

STAFF REPORTS

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. No report.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of December, 1976, in the amount of $3,301.63, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolutions be adopted:

RESOLUTION #951

RESOLVED, that the Library Commission hereby authorizes the attendance of Beth Beerbohm at the California Library Association Young Reader Medal Committee meeting, in Los Angeles, February 26, 1977; travel expenses to be paid from State (Public Library Services Act) funds in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #952

RESOLVED, that the Library Commission hereby authorizes the attendance of Nancy Kellum-Rose at the Midwinter Conference of the American Library Association, in Washington, D.C., January 30, 1977 to February 5, 1977; expenses to be paid from State (Public Library Services Act) funds in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #953

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris at the Midwinter Conference of the American Library Association, in Washington, D.C., January 30, 1977 to February 5, 1977; expenses to be paid from State (Public Library Services Act) funds in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #954

RESOLVED, that the Library Commission hereby authorizes the attendance of Grace Ruth at the Midwinter Conference of the American Library Association, in Washington, D.C., January 30, 1977 to February 5, 1977; expenses to be paid from State (Public Library Services Act) funds in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #955

RESOLVED, that the Library Commission hereby authorizes the attendance of James Reilly at the California Library Association Conference and CLASS meeting in Los Angeles, December 2, 1976 to December 5, 1976; partial expenses to be paid from State (Public Library Services Act) funds in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #957

RESOLVED, that the Library Commission hereby authorizes the attendance of a library commissioner at the Urban Libraries Midwinter Council Meeting, in Washington, D.C., January 29, 1977; expenses to be paid from State funds, as such funds permit.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

LIBRARY RESOURCES AND PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. This Committee has adopted a list of priority projects, as follows:

to adopt a materials selection and discard policy
to adopt procedures for acquiring private collections, rare books, and supplements to subject collections
to develop collection maintenance policies
to speed up filling of reserves and more prompt replacement of books lost or missing
to create a depository collection for circulation from the Main to the Branches

There will also be two Public Relations projects which it is hoped will establish more rapport with the media and develop more visibility and enthusiasm for the Library in the media.

Mrs. Macduff stated that the Friends are now ready to go ahead with any training that needs to be done in connection with the Docents for the Library.

2. It was moved by Commissioner Yung, seconded by Commissioner Englander, and unanimously approved, that the following resolution be accepted:

WHEREAS, the aforementioned news clippings file serves as a comprehensive, detailed index to local, statewide, regional and national events and personalities; and

WHEREAS, for selected periods of time there is no index now, nor is there any planned for publication which would cover newspaper items in the same degree of detail available through the newspaper clippings file; and

WHEREAS, no other public library in California holds a collection of newspaper file information of this kind for the 1930-1965 period, the California Section of the California State Library, among others, feels that we should retain the file; and

WHEREAS, the San Francisco Public Library as one of the two State Reference Centers, has an obligation to retain and maintain unique informational resources and to share this information with the Libraries of the State for the benefit of California library users; and

WHEREAS, if the newspaper clipping file is retained in its current state, without significant addition to its bulk, the basement space provided should prove adequate indefinitely; therefore, be it

RESOLVED, that because of their uniqueness and intrinsic value, it is recommended that the news photographs be kept and maintained as part of the Library's permanent collections; therefore, be it

FURTHER RESOLVED, that we retain the extensive file of news clippings from the San Francisco News, Call-Bulletin and News-Call Bulletin and that the Friends of the San Francisco Public Library under the direction of the staff continue to work towards organizing the files and making this valuable source of information more readily available to the public; therefore, be it

FURTHER RESOLVED, that in light of space problems and difficulty in maintaining newsprint material, staff consider the possibility of reducing the newsprint collection to a printed index to be used with microfilms of the newspapers which the library now owns.

Commissioner Englander asked that an updated oultined evaluation also be made to the Commission on this project as it develops.

COMMUNITY AFFAIRS AND LEGISLATION COMMITTEE
COMMISSIONER RUTH G. RICHARDSON

1. No report.

PERSONNEL AND STAFF RELATIONS COMMITTEE
COMMISSIONER MAURICE F. ENGLANDER

1. It was moved by Commissioner Englander, seconded by Commissioner Stern and unanimously approved, that the following resolution #956 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of December, 1976.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. She reported briefly on a meeting she had with Ms. Mary Burns, of the Mayor's staff, concerning the planning money for a new Main Library building. She stated that our receiving the money did not look very hopeful, but she felt that we are fortunate in that various persons in the Mayor's Office are interested in the welfare of the Library.

COMMUNICATIONS

1. Mr. Cerasi read a letter, which was addressed to the Library Commission from the Department of Public Works, that recommended the Library Department to make arrangements to issue a work order to the Bureau of Building Repair for installation of louvers over ventilation system intakes in Technical Services.

These are not needed as hoods have already been installed.

* * * *

Commissioner Englander requested that the Commission accept, for consideration only, two proposed California Library Association membership resolutions for free access to information. The Commission agreed to accept them at this time and then will act on the policy statements at their February 1st meeting.

ELECTION OF OFFICERS

President Callanan declared that nominations were in order for Commission Officers for the 1977 term.

Commissioner Weisberg nominated Commissioner Englander for the office of Commission President. The nomination was seconded by Commissioner Stern. Commissioner Englander was declared President by unanimous action.

Commissioner Englander nominated Commissioner Stern for the office of Commission First-Vice President. The nomination was seconded by Commissioner Weisberg. Commissioner Stern was declared First Vice-President by unanimous action.

Commissioner Stern nominated Commissioner Yung for the office of Second Vice-President. The nomination was seconded by Commissioner Englander. Commissioner Yung was declared Second Vice-President by unanimous action.

It was moved by Commissioner Stern, unanimously seconded and approved that nominations for Commission Officers be closed.

Commissioner Stern thanked Commissioner Callanan for all his efforts on behalf of the Library in the past ten years as President of the Commission.

* * * *

It was agreed that the Commission would discuss the suggested meeting schedule for Commission meetings for the year of 1977 at the February meeting which will be held in the Chinatown Branch.

* * * *

It was moved by Commissioner Stern, seconded by Commissioner Weisberg and unanimously approved, that Commission President Englander be designated to represent the San Francisco Public Library at the meeting of the Urban Libraries Council (see resolution #957) which will be held in connection with the ALA Midwinter Conference in Washington, D.C., at the end of January.

ADJOURNMENT

Commissioner Callanan gratefully thanked Mr. Castagna for the fine work he has done in the past few months for the San Francisco Public Library.

There being no further business to transact, the January 4, 1977 Commission meeting was adjourned in the memory of Mrs. Avis Stopple, who was Chief Librarian of the Main Library during the years 1963 to 1970.

The next regular meeting will be held Tuesday, February 1, 1977, at 7:00 P.M. in the Chinatown Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

January 4, 1976

RESOLUTION NO. 956

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1976, be approved:

Johnson, Gary, 1424, Clerk Typist
Laughrey, Barbara, 1424, Clerk Typist
Mahoney, James, 3602, Part-time Page
Rainey, Patricia, 3602, Part-time Page

AND FURTHER that the following resignation of non-Civil Service, part-time and temporary positions be accepted.

Harris, Michelle, 3602, Part-time Page
Kline, Jonathan, 3602, Part-time Page

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1-77

DOCUMENTS
SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

Minutes

January 11, 1977

The special meeting of the San Francisco Public Library Commission was held January 11, 1977 at the Main Library.

The meeting was called to order at 4:15 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Callanan, Bransten, Richardson, Stern, Weisberg, and Yung.

SPECIAL ORDER OF BUSINESS

This special meeting was called for the consideration and approval of the 1977-78 Library Budget Request.

Mr. Castagna reported on the three public hearings that were held on the budget request last week. He stated that the request prepared by the Administrative Budget Committee was an accurate reflection of the desires for improved library services of the citizens who had attended the hearings.

He then recommended approval, by the Commission, of the 1977-78 budget request in the amount of $10.2 million.

Commissioner Richardson pointed out that the request did not ask for a replacement for the bookmobile and that the San Francisco Public Library has not provided adequate service to the Hunter's Point district since the demise of the bookmobile. Commissioner Callanan suggested that an additional $85,000 be implemented in the budget request for the purchase of a new vehicle, staff to maintain it, and more books if necessary.

After some discussion as to whether this course should be taken or whether it would be better to wait until further data could be obtained as to the best way to serve neighborhoods which are under-served, it was moved by Commissioner Weisberg, seconded by Commissioner Bransten and approved by the majority of the Commission (Ayes: Commissioners Englander, Bransten, Stern, Weisberg, and Yung. - Noes: Commissioners Callanan, and Richardson.) that the staff and Commission Committees be instructed to study the problems of providing the best possible library service to under-served neighborhoods and to report back with a plan and budget before the end of March. It is expected that the Commission would adopt such a plan, if satisfactory, and submit a supplementary budget request before the April deadline for such requests.

It was then moved by Commissioner Bransten, seconded by Commissioner Stern and approved by the majority of the Commission (Ayes: Commissioners Englander, Bransten, Callanan, Stern, Weisberg, and Yung. - Noes: Commissioner Richardson.) that the 1977-78 Library Budget Request be adopted:

* * * *

President Englander stated that the February 1, 1977 Commission meeting will be held at 7:00 P.M. in the Chinatown Branch not 4:00 P.M. as stated in the Library's Official Bulletin of January 7.

President Englander also stated that Commissioner Callanan has agreed to take over his Committee assignments and to become Chairman of the Personnel and Staff Relations Committee in his stead. He stated that assignments of Committees will be maintained until the end of this fiscal year, at which time there will be new assignments made.

ADJOURNMENT

President Englander wished to take this time to compliment Mr. Castagna, Commissioner Bransten and his Budget & Operations Committee, and the library staff for their fine work in preparing this 1977-78 budget request.

There being no further business to transact, the January 11, 1977 special meeting was adjourned at 6:00 P.M.

The next regular meeting will be held Tuesday, February 1, 1977 at 7:00 P.M. in the Chinatown Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes February 1, 1977

The regular meeting of the San Francisco Public Library Commission was held February 1, 1977 at the Chinatown Branch Library.

The meeting was called to order at 7:20 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Stern, Weisberg, and Yung.

It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved, that the January 4, 1977 Commission meeting minutes be accepted with an amendment on page four, item one, under the Library Resources and Public Relations Committee, that there are not, specifically, two public relations projects that are hoped will establish more rapport with the media, but rather in the area of public relations it is hoped more rapport with the media will be established.

It was moved by Commissioner Yung, seconded by Commissioner Callanan and unanimously approved, that the January 11, 1977 Special Commission meeting minutes be accepted.

President Englander welcomed Mr. Frantz, our new City Librarian, to the Library. Mr. Frantz thanked him for the welcome and stated that he was greatly indebted to Mr. Castagna for his help in advising him of the situation and responsibilities that his new job as City Librarian of the San Francisco Public Library will entail. He further thanked the staff and everyone who had given their help and cooperation to him on his first day as City Librarian.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz introduced Mrs. Scannell, Chief of Branches, who reported on the following:

The Potrero Boosters and Merchants would like to commission a Potrero Hill artist, for $2,000, to do a painting or sculpture for the outside of the Potrero Branch. It was stated that the Library Commission would have to give their approval for this gift. It was, therefore, moved by Commissioner Stern, seconded by Commissioner Richardson and unanimously approved, to accept such a gift, and that the Potrero Boosters and Merchants be notified of the Commission's approval. It was reported that the Art Commission would give approval of the final work of art that is selected.

It has been requested by the Nob Hill Neighbors to have property, including the site of the Chinatown Branch, downzoned. The current height limit on this site is 105 feet, the Nob Hill Neighbors would like to have it reduced to 40 feet. This matter is of particular concern to the Library because of the long-discussed plan to combine the current Chinatown Branch with a joint Library-Community College facility which, more than probably, would exceed this 40 foot limit in height. A public hearing by the City Planning Commission on this

subject will be held Wednesday, February 9. It was moved by Commissioner Yung, seconded by Commissioner Stern and unanimously approved, that this matter be referred to the Library Extension Committee and staff of the Library for further study and a recommendation. The Committee is to report back to the Commission either at a regular meeting of the Commission or, if necessary, a special meeting will be called.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. It was reported that the painters in the Library, from the Title II Program, have done the halls on the first fllor, also the public restrooms, and the Branch Room. Mr. Cerasi stated that they are doing a fine job.

STAFF REPORTS

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. No report.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was reported that the San Francisco Public Library be kept informed on the progress of the following legislative matters:

A) A Plan For An Improved Program Of California Library Services.
B) California State Library - Library Services And Construction Act.
C) ALA-ULC's Title V
D) National Commission On Libraries And Information Science.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. The planning money for the new Main has been included in our 1977-78 Budget. Commissioner Stern will be contacting Ms. Betty Guimaraes, who has replaced Ms. Mary Burns on the Mayor's staff for Library matters, about the money and will request a meeting with the Mayor to see if we can get plans underway.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. The staff was commended for starting the printing of adult applications in Chinese and Japanese.

2. It is expected that a progress report on the Newspaper Morgue Files will be given at the March 1, meeting.

3. It was moved by Commissioner Yung, seconded by Commissioner Stern and unanimously approved, that the following resolution #960, be adopted:

WHEREAS, information is essential for all persons at all age levels and all economic and social levels; and

WHEREAS, public libraries, supported by tax funds are "institutions of education for democratic living" (Library Bill of Rights), exist to provide information to all persons, and have a special obligation to those who have not other access to information, i.e., the poor, the handicapped, the young, and the institutionalized; and

WHEREAS, increased use of expensive, efficient, automated bibliographic data bases (many of which have been developed with tax funds), has caused some tax-supported libraries to charge for these services and may set precedents of fee setting; and

WHEREAS, the charging of fees for information further deprives those who cannot afford the fees, and thus effectively discriminates against them; and

WHEREAS, CLA has urged the free flow of information and has spoken out clearly against all obstacles that stand in the way of an individual's access to ideas and information, therefore, be it

RESOLVED, that CLA reaffirm the concept of access to information, without charge to individuals, in public and other tax-supported libraries; and be it

FURTHER RESOLVED, that CLA go on public record against the charging of fees to individuals by tax-supported libraries for providing information and reference services which have traditionally been free; and be it

FURTHER RESOLVED, that the California Library Association instruct its ALA Chapter Councilor to support the passage of this resolution at the ALA 1977 Midwinter meeting in Washington, D.C.

4. It was moved by Commissioner Yung, seconded by Commissioner Weisberg and unanimously approved, that the following resolution #961, be adopted:

WHEREAS, the Library Bill of Rights states that libraries are "institutions of education for democratic living"; and

WHEREAS, our national interest requires assured and ready access to information by all citizens, and access to information should not be a function of the individual's ability to pay for it; and

WHEREAS, the rapid increase of expensive computerized bibliographic data files has resulted in increasing amount of fee charging that effectively discriminates against those who cannot afford to pay for information; and

WHEREAS, the Library Bill of Rights cannot be implemented when information is suppressed at any point in the transfer to the user; and

WHEREAS, insufficient data is currently available on the extent of fee charging in libraries; and

WHEREAS, an increasing number of tax-supported libraries have begun to charge for interlibrary loan and reference services; therefore, be it

RESOLVED, that the President of the California Library Association appoint an ad hoc committee to discover the variety of fees currently being charged for reference and information services by tax-supported libraries; and be it

FURTHER RESOLVED, that the ad hoc committee report to the CLA Membership at the annual meeting in 1977 on their findings, and provide suggestions of alternatives to the charging of fees.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. It was reported that the new branch schedule has been working very well, there have been no unscheduled closings of branches in the last few months.

2. An architect has been selected for the job of remodeling the Chinatown Branch Community Room. This project is made possible by 1976 Community Development Funds, the amount being $194,000. There are no further plans as yet, but they are expected.

Mr. Wilson Chang stated that there is a study being done on Community College classroom needs. The report has been finished and there will be copies available for review by the Library Commission very soon.

3. Proceedings on the Master Plan are still in progress. There will be a meeting of the Survey Committee on Friday, February 4, at 2:30 P.M. in the Commission Room to pin down the final list of questions for the "neighborhood library needs" questionaire.

4. The Library Extension Committee met at the Glen Park Branch on Thursday, January 27, and looked over a proposal for a new commercial shopping complex mall which is proposed to be built on a site that includes the present store-front Glen Park Branch Library. They were shown a model of the complex and asked to possibly give a committment that the library would continue to be a tenant in it. The Committee is not yet ready to give such a committment, therefore the matter will be held for the time being.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved, that the following resolution #958, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of January, 1977.

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of January, 1977, in the amount of $1,891.64, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved, that the following resolution #959, be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Media Education Conference of California (MECCA) to be held March 9-12, 1977 in Sacramento, California, expenses to be paid from California Video Resource Project travel funds, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the following resolution #962, be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of seven staff members at the workshop "Computer Chautauqua; computers at work in public, special, school and academic libraries", sponsored by the Cooperative Information Network, to be held Thursday, February 24, 1977 in San Jose, CA; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit. The seven staff members are: Ms. Joy Raffaelli, Mr. Miles Hamada, Mr. Jim Reilly, Ms. Karen Scannell, Ms. Joan Dillon, Mr. John Fetros, and Ms. Nancy Fong.

4. Commissioners Bransten and Englander reported on the meeting of the Urban Libraries Coalition which met in Washington, D.C. the weekend of January 29. The ULC is developing a Title V, of the Library Services and Construction Act which would provide money to urban libraries for the purchase of books and library materials. If adopted and funded, Title V would provide $60 million for this purpose the first year, $70 million the second year, and $80 million in the third and fourth years. It is estimated that SFPL might receive in the area of $700,000 in the first year.

Also, during their trip Commissioners Bransten and Englander met with Senator Alan Cranston and Congressman Phillip Burton's Legislative Assistant. The came away from these meetings with very favorable responses.

COMMUNICATIONS

1. Mr. Cerasi read a letter which was addressed to the Commission from Mr. Donald Zeigler. The letter concerned the subject of Proposition T; the Board of Supervisors' reaction and the actual intent of Proposition T by those most involved with its passage.

* * * *

It was moved by Commissioner Weisberg, seconded by Commissioner Yung and unanimously approved, that the San Francisco Public Library inform the Board of Supervisors that it does not concur with the January 26, 1977, Board of Supervisors' proposed Charter Amendment.

* * * *

A schedule of Commission meeting places was adopted through the month of May, 1977. It is as follows:

March	-	Ingleside Branch
April	-	Main Library
May	-	Excelsior Branch

* * * *

It was suggested by Commissioner Yung and agreed by the Commission to send a note of thanks to Mr. Castagna for his report of observations and suggestions after serving as City Librarian of San Francisco for six months. President Englander requested that the report be referred to the City Librarian for subsequent study and recommendations from the staff, and that the appropriate committees of the Commission look at the report for indications of policies that should be formulated in the future.

ADJOURNMENT

President Englander thanked Ms. Stella Chan and the staff of the Chinatown Branch for their cooperation in having the Commission meeting at the Chinatown Branch.

He stated that following the adjournment of the Commission meeting an Executive Session of the Library Commission would be held.

There being no further business to transact, the February 1, 1977 Commission meeting was adjourned at 9:10 P.M.

The next regular meeting will be held Tuesday, March 1, 1977 at 7:00 P.M. in the Ingleside Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

February 1, 1977

RESOLUTION NO. 958

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1977, be approved:

3602 PT Page
Paul Chang
Denise Chavez
Calvin Fong
Theodore Freeman
Kevin Gallagher
Lynne Jansen
Corrine Lee
Wilson Lock
Jeff Matsuoka
John Moyes
Henry Osaki
Eileen Wong

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Page
Wilson Dong
Roger Pickett

SAN FRANCISCO PUBLIC LIBRARY
FEB 10 1977
SCIENCE & TECHNOLOGY DEPT.

SAN FRANCISCO PUBLIC LIBRARY

SPECIAL COMMISSION MEETING

Minutes

February 8, 1977

The special meeting of the San Francisco Public Library Commission was held February 8, 1977 in the Chinatown Branch Library.

The meeting was called to order at 5:15 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Weisberg, and Yung. Commissioners Richardson and Stern were excused.

SPECIAL ORDER OF BUSINESS

This special meeting was called for the consideration of a proposal that is before the City Planning Commission on the downzoning of the Chinatown area.

President Englander reported that the reason for the Library Commission's involvement in this question of downzoning is that it includes the site of the Chinatown Branch which is hoped, in the future, will become a joint Library-Community College facility that would exceed a 40 foot height limit, which is the limit that the proposal requests.

There followed a discussion period in which two of the organizations involved presented their positions to the Commission. The two organizations and their representatives were: the Nob Hill Neighbors, Mr. Terry Covert representing, and the Chinatown Coalition for Better Housing, Mr. Phil Chin representing.

The Nob Hill Neighbors are promoting the proposal of a 40 foot height limit, opposed to a 105 foot limit, in the Chinatown area. The Chinatown Coalition for Better Housing is opposing such a height limit, they feel that such an overall limit of 40 feet is too extreme.

A representative for the Community College, Mr. Wilson Chang, was also in attendance at the meeting. He stated that he hoped the 40 foot height limit would not be imposed on the site where the Chinatown Branch is because it would hinder the building of a joint Library-Community College facility.

After hearing from the above organizations the Commission adopted the following: it was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved, that the Commission request the City Planning Commission to maintain the previous 105 foot height limit on the Chinatown Branch site. It was requested that a letter be written to the Planning Commission stating the Library Commission's position in this matter and that this letter be delivered to the Planning Commission before their public hearing which is to be held Wednesday, February 9.

It was suggested that a letter be written to the Nob Hill Neighbors asking for their endorsement of, and support for the Library Commission's decision to be exempt from their proposal of a 40 foot height limit in the Chinatown area, and that a reply from the Nob Hill Neighbors be forwarded to the Library Commission stating their endorsement and support. Mr. Covert agreed to the suggestion made.

ADJOURNMENT

There being no further business to transact, the February 8, 1977 special meeting was adjourned at 6:00 P.M.

The next regular meeting will be held Tuesday, March 1, 1977 at 7:00 P.M. in the Ingleside Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

#2
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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

March 1, 1977

The regular meeting of the San Francisco Public Library Commission was held March 1, 1977 at the Ingleside Branch Library.

The meeting was called to order at 7:20 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Richardson, Stern, Weisberg, and Yung. Commissioner Callanan was excused.

It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that the February 1, 1977 Commission meeting minutes be accepted.

It was further moved by Commissioner Weisberg, seconded by Commissioner Bransten and unanimously approved, that the February 8, 1977 Special Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz reported on various matters that he has been participating in during the last month. A few of these were: the February 22 meeting with the Mayor's budget analysts which was the first administrative review of the library's budget request for fiscal year 1977-78; the meeting with the Mayor on February 23 that he had attended with the heads of other city cultural departments. He was impressed with the Mayor's concern for improved library services here; and he reported that a memo was received from the Mayor concerning the CETA program by which the library may receive additional CETA personnel. It is also possible that some of these positions may become permanent positions for the Library.

2. Mr. Ramirez gave a progress report on the Main Library Tour Project. The staff has completed the tour syllabus, and training of the volunteers will begin on March 9. He stated that this Project would be evaluated periodically and revised, if necessary, so that an effective program will be assured.

3. The Commission was asked to re-adopt the Library Conflict of Interest Code. The only change in the document adopted by the Commission at its July 6 meeting is the adoption of the term "investments or income" for "interest" in the appended categories and a revised definition of "Investment". It was moved by Commissioner Weisberg, seconded by Commissioner Bransten and unanimously approved, that the revised Conflict of Interest Code be adopted.

4. Mr. Frantz and the Commission thanked Ms. Karey Wehner for her cooperation in having the Commission meeting at the Ingleside Branch.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. The painting program is still in progress for the Library. The painters are doing 45 Hyde Street now and will then being moving on to the Branches.

2. On March 2 Mr. Ramirez and Mr. Cerasi will meet with the Real Estate Department. Negotiations for the renewal of the Business Branch Library lease are underway.

STAFF REPORTS

1. Ms. Florence Mitchell suggested to the Commission that the Library hold another Free Book Return Week for overdue books, possibly during National Library Week. It was moved by Commissioner Weisberg, seconded by Commissioner Richardson and unanimously approved, that such a program be held possibly during the week of April 17-23, if preparations can be completed by then.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Ms. Eleanor Siden, who is from the OMI area (Ocean View, Merced, and Ingleside Districts), was introduced to the Library Commission. She stated they have received $8,000 in Bicentennial prize money that is to be used for four projects. One project they would like to do is to have directional signs posted around the neighborhoods of the Ocean View, Merced, and Ingleside Branches so people can locate these branches easier.

It was stated that the Survey On Library Needs in Neighborhoods Questionnaire may be printed in the OMI Newspaper.

2. Mr. Doug Engmann, who is Vice-President of the Friends and who is also working on the survey of library needs in neighborhoods, was introduced to the Commission. Mr. Engmann reported that the Friends have provided $500 to get the survey started and are seeking over $11,000 more to complete it. The survey is intended as the first step in preparation of a Library Master Plan, and will be distributed in March and April 1977. He stated that later in the year it is hoped they will meet with the Library Commission to have it accept such an overall Master Plan for Library Services which would then be forwarded, hopefully before July 1, 1977, to the Board of Supervisors.

3. It was stated about eight months ago in the Community Development Newsletter that when the Library has a Master Plan funds will be available for branches which serve as community centers.

4. On March 21 a reception for Mr. Frantz will be held in the Special Collections Room between 5:00 and 7:00 P.M. This reception will not only honor Mr. Frantz as the new City Librarian of SFPL but will also be a working session of the Friends' Board of Directors and Advisory Council to begin their efforts to expand membership in the business community.

5. It was reported that the Friends have pledged to provide $2,500 and co-sponsor an oral history project with the African-American Historical and Cultural Society.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. Miss Mary Louise Stong reported that KLA representatives will be in attendance at the Mayor's budget hearing on Thursday, March 3 at the Edison School. She urged everyone to attend this meeting.

SPEAK has passed a resolution in support of the Library's Budget.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. No report.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that a letter be written to Mr. Bernie Kelly stating the Library's thanks for being included in the planning, but that the Library is not prepared to commit itself, at this time, in having the Glen Park Branch Library located in his newly planned shopping center.

2. After a wide ranging discussion, it was moved by Commissioner Weisberg, seconded by Commissioner Bransten and unanimously approved, that the following resolution #978 be adopted:

> RESOLVED, that the Library Commission instruct the City Librarian to submit a supplemental appropriation in the amount of $108,418* to provide Bookmobile library service to Hunter's Point and other areas of the city.
>
> *It was suggested that this amount be looked into as it may not be accurate; it was so ordered.

This supplemental appropriation would purchase and equip a new bookmobile, provide three staff members, and an original stock of library materials.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Mr. Ramirez reported on the progress of the Newspaper Files project. The Friends have voted to provide $650 of the requested $778, to cover expenses for the first six months of the project. It is hoped that volunteers will be able to begin organization of these files within the next month. It is expected that we will seek grant funding for this project as soon as we have enough information upon which to base such a grant.

2. Commissioner Yung stated that her Committee will be looking in depth into the matter of non-resident library card fees.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Stern, seconded by Commissioner Yung and unanimously approved, that the following resolution #963 be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of February, 1977.

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of February, 1977, in the amount of $1,183.54 be accepted.

2. The following resolutions were moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved by the Commission:

RESOLUTION #964

RESOLVED, that the Library Commission hereby authorizes the acceptance of a donation of $200 from Ms. Alice Gowanlock. Said monies to be used for the purchase of large print books.

RESOLUTION #965

RESOLVED, that the Library Commission hereby authorize the per diem expenses to Peggy Pavelski at the Art Libraries Society of North America held in Los Angeles, January 31 and February 1, 1977; expenses to be paid from California Video Resource Project funds, as such funds permit.

RESOLUTION #966

RESOLVED, that the Library Commission hereby authorizes the expense of Roberto Esteves to provide consultancy service to Palos Verdes Public Library and Los Angeles County Library, February 17 and 18, 1977; expense to be paid from California Video Resource Project funds, as such funds permit.

RESOLUTION #967

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Selection and Evaluation of A-V Hardware Workshop, to be held April 1 and 2, 1977 at San Francisco State University; expenses to be paid from California Video Resource Project funds, as such funds permit.

RESOLUTION #968

RESOLVED, that the Library Commission hereby authorizes the attendance of Karen Scannell and Patricia Sullivan at the Library Management Seminar being offered by U.C. Extension, to be held at the Holbrook Building, in San Francisco, Friday, March 25, 1977; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #969

RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Hooper and Debbie Sommers at the Reference Update-1977 series being offered by the Special Libraryies Association, San Francisco Bay Region Chapter from March 15 - April 19, 1977 to be held at the Fireman's Fund Insurance Company, San Francisco; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

3. The following resolutions concerning the development of the Master Plan were moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved by the Commission:

RESOLUTION #970

RESOLVED, that the Library Commission approve the creation of a Master Plan for the development of library services and facilities.

RESOLUTION #971

RESOLVED, that the Library Commission create an ad hoc Master Plan Committee composed initially of the following:

A. The Chairman of the Main Library Committee
B. The Chairman of the Extension Committee
C. The Chairman of the Community Affairs Committee

It is further proposed that at the end of two months, the Chairman of the Main Library Committee will be succeeded by the Chairman of the Budget Committee. At the end of another two-month period, the Chairman of the Extension Committee will be succeeded by the Chairman of the Resources Committee, and so forth. These rotations shall take place every two months until the ad hoc Master Plan Committee shall have completed its work and it be voted out of existence.

RESOLUTION #972

RESOLVED, that the ad hoc Master Plan Committee, with the City Librarian, coordinate the efforts of all concerned in the formulation of the Master Plan.

RESOLUTION #973

RESOLVED, that the ad hoc Master Plan Committee have the authority to consult with whoever, in its judgment, can help with the charge of the committee.

RESOLUTION #974

RESOLVED, that the Library Commission recognize and welcome the contribution of the Friends of the Library in developing the Master Plan concept and in the development of the citizen survey which it proposes to conduct. Likewise, the Commission welcomes the particular contributions of Mr. Engmann and Ms. Smulyan in developing and administering the survey.

RESOLUTION #975

RESOLVED, that the Library Commission herewith accept with grateful thanks the report of the Friends of the Library and commend its authors for their thoughtful and comprehensive suggestions.

RESOLUTION #976

RESOLVED, that the ad hoc Master Plan Committee, as a first order of business, be urged to study and use the Friends' report and avail itself of the Friends' access to funding in furtherance of the Master Plan design.

RESOLUTION #977

RESOLVED, that the ad hoc Master Plan Committee explore ways to mobilize broadly-based community support for the Master Plan, once developed and adopted.

COMMUNICATIONS

1. Mr. Cerasi read a letter which was addressed to the Library Commission from Mr. Michael Aldrich, Executive Curator of the Fitz Hugh Ludlow Memorial Library. The letter expressed Mr. Aldrich's grateful thanks to the Library for allowing them to stroe their books and furniture in the basement of the Main Library at no charge while they searched for a new location.

2. A second letter was read to the Commission which had been addressed to Supervisor Diane Feinstein from Mr. Jon Bracker. The letter urged Supervisor Feinstein and other members of the Board of Supervisors to vote sufficient monies to SFPL for better library services.

* * * *

Miss Effie Lee Morris, Coordinator of Children's Services, gave a short report of the visit on March 1, to the Main Children's Room, of Mr. Mercer Mayer, an author-illustrator of children's books. She stated that Mr. Mayer was an enthusiastic speaker and a very fine artist whose graciousness made the day a delightful experience for all who had attended.

She thanked Mr. Cerasi, the Janitors, Ms. Wood, Ms. Jackson, Ms. Geistlinger and the entire staff of the Main Children's Room for their contributions, which had made the day a very successful one.

ADJOURNMENT

There being no further business to transact, the March 1, 1977 Commission meeting was adjourned at 10:40 P.M.

The next regular meeting will be held Tuesday, April 5, 1977 at 4:00 P.M. in the Main Library.

Recspectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

March 1, 1977

RESOLUTION NO. 963

RESOLVED that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1977, be approved:

Joanne Desmond, 1424, Clerk Typist

3602 PT Pages	3602 PT Pages
Burns, Stephen	Lyon, Susan
Choy, Frankie	Mason, Robert
Clark, Joyce	Song, Carmela
Dawson, Alton	Yan, Charles
Lee, Larry	

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

Gary Johnson, 1424, Clerk Typist
Barbara Laughrey, 1424, Clerk Typist

3602 PT Pages	3602 PT Pages
Brough, Howard	Leung, Belinda
Chan, Marsha	Low, Alvin
Farrell, Malvina	Toy, David
Lee, Connie	Toy, Jenny

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

April 5, 1977

The regular meeting of the San Francisco Public Library Commission was held April 5, 1977 at the Main Library.

The meeting was called to order at 4:10 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Stern, Weisberg, and Yung.

It was moved by Commissioner Stern, seconded by Commissioner Richardson and unanimously approved, that the March 1, 1977 Commission meeting minutes be approved with an amendment on page three, item two, under the Library Extension Committee report, that the reason the amount for the Bookmobile is not accurate is because the figure accounted for the entire year, and in actual fact it would only be for part of the year.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. It was repoted that details of what the Mayor will recommend for the Library's 1977-78 budget are not yet settled, and that it is possible we will not know these until the Mayor's budget goes to the Board of Supervisors on April 15.

2. Mr. Frantz has examined employment by the San Francisco Public Library in major ethnic categories and has drawn up statistical information on this matter which will be mailed to all Commissioners, as requested.

3. The Library received approval from the State Library for PLSA grant funds. These funds can be used for in-service training, staff development, books and library materials, audio-visual equipment, personnel and various other items.

4. The Catholic Library Association will be meeting in San Francisco next week. Also, Mr. Frantz is assisting the Committee arranging the American Booksellers Association in San Francisco May 28-31, 1977. They will have some very extensive exhibits of books and library equipment on display.

5. It was reported that legislation providing state financial support for public libraries was to be introduced in Sacramento by Senator Dunlap. The bill, SB 792, has not yet been printed so details are not available, but it appears that the bill will be quite similar to the proposals developed by the State Library and the California Library Association. This "California Library Services Act" (CLSA) would replace the current Public Library Services Act. It is expected that a major lobbying effort will be necessary to obtain passage and funding of this legislation.

6. After a very lengthy discussion on Affirmative Action for the Library the following took place.

It was moved by Commissioner Yung, seconded by Commissioner Richardson and approved by the majority of the Commission (Ayes: Commissioners Callanan, Richardson, Stern, Weisberg, and Yung. - Noes: Commissioner Bransten.) that the following be adopted:

> The Library Commission reaffirm its action of May 1973, and forward a request to the Civil Service Commission that two of the three members of the Oral Board to examine candidates for 3630, Librarian I, be minority persons.
>
> Also, that the members of this Oral Board be instructed to evaluate the candidates in the context of the Affirmative Action Policies adopted by the City and by the Library.

It was moved by Commissioner Callanan, seconded by Commissioner Stern and approved by the majority of the Commission (Ayes: Commissioners Callanan, Richardson, Stern, Weisberg, and Yung. - Noes: Commissioner Bransten.) that the SFPL Affirmative Action Policy which was prepared in 1974 be adopted. (SEE ATTACHED)

Commissioner Bransten wished to go on record as stating (about the above) that "this is not my idea of affirmative action."

7. It was moved by Commissioner Yung, seconded by Commissioner Callanan and unanimously approved, that the Library Commission request the Civil Service Commission to include "Black English" (rather then "Black Argot") in the list of sample languages listed in the Language Proficiency section of Librarian class specifications, and also that we request that these examples be listed in future examination announcements.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. It was reported that the rent for the Glen Park Branch Library will be raised from $400 a month to $650 a month effective May 1, 1977. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that Mr. Cerasi be instructed to seek approval of the increased rent from the Finance Committee of the Board of Supervisors for the balance of this fiscal year and to then begin seeking alternate quarters.

STAFF REPORTS

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. No report.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. Mrs. Macduff reported for KLA on the State Senate Bill SB 792 which has to do with the California Library Association's recommendation for new legislation, the Dunlap Bill. She suggested that the Commission write a letter stating their view on this legislation to the legislators. President Englander referred this matter to the Community Affairs & Legislation Committee.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern reported that she and Mr. Frantz had an informal meeting with Mr. Philip Johnson who is the Architect of the recently completed addition to the Boston Public Library, in which they discussed the planning of a new Main Library.

AD HOC MASTER PLAN COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. The joint Commission-Friends Ad Hoc Committee on a Master Plan for SFPL held a preliminary meeting in March in which they looked over the draft of the survey on library needs in neighborhoods. They will hold another meeting on Tuesday, April 19, at noon, in the Commission Room.

President Englander recommended that each of the Committees of the Commission, if time permits, should look at the questionnaire of the survey before it goes out.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. The Committee had reviwed the proposal that non-resident fees be eliminated and had decided not to take action at this time for the following reasons:

...Would cause more work for the staff, because more people would be coming in to borrow materials.

...Our inter-library loan department is already carrying a heavy workload.

...It might be hard for the tax-collector to collect delinquent items for non-residents.

2. Commissioner Yung, Mr. Dave Belch, and Ms. Audrey Powers, of the BARC staff, had attended a Media Alliance Workshop on March 23 to help writers and journalists who belong to Media Alliance to use the library, how to find materials, and what they can do as part of the public to help libraries get more funds for more materials and better services. At this workshop

Ms. Powers gave a very informative talk on the services of the Bay Area Reference Center and Mr. Belch talked about the upcoming hearing on the budget and encouraged the Media Alliance group to support the Library at that hearing. It was suggested by a member of the Media Alliance that they pass a platform where they would support the Library at the next budget hearing and that they would submit a list of materials they need to the Library, which are not now included in the collections.

Commissioner Yung stated that there was one complaint from someone in the audience, at this workshop, about the closing procedures at the Main Library. This matter was referred to the library staff for consideration.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved, that the following resolution #979, be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made by the City Librarian during the month of March, 1977 be accepted. (SEE ATTACHED)

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. No report.

BUDGET AND OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. A wide-ranging discussion on the prospects of the Library's 1977-78 budget request was held in which speculative reports on what items the Mayor may or may not approve were reviewed. The appropriateness of a special appeal to the Mayor by the Commission for specific budget items was discussed, as was preparation of a list of priorities. At the end of these discussions it was moved by Commissioner Weisberg, seconded by Commissioner Richardson and unanimously approved, that the Commission authorize President Englander, and Commissioner Bransten to continue review of the progress of our budget and to assist the City Librarian in whatever manner he determines would be most appropriate.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolutions be adopted:

RESOLUTION #980

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Los Angeles Video Show, May 4-5, 1977, expenses to be paid by California Video Resources Project funds, as such funds permit.

RESOLUTION #981

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Roughton at a meeting of the Officers and Board of Directors of the California Society of Librarians, to be held at Culver City, California, on April 22, 1977; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

RESOLUTION #982

RESOLVED, that the Library Commission hereby authorizes the attendance of Audrey Powers, Carol Coon, and Gilbert McNamee at the Special Libraries Association's "Reference Update - 1977" to be presented at the Fireman's Fund Insurance Company for six Tuesday evenings beginning March 15, 1977; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

RESOLUTION #983

RESOLVED, that the Library Commission hereby authorizes the attendance of Sue Critchfield, Bonnie Dopp, Vivian Kobayashi and Carol Zachowski at the Statewide Reference Coordinator's meeting in Fresno, California, on May 6, 1977; travel funds to be paid by the Bay Area Reference Center, as such funds permit.

RESOLUTION #984

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the meeting of the Council of the Congress of California Public Library Systems on April 21, 1977, and the meeting of the Council of the California Library Association on April 22, 1977 in Los Angeles; travel expenses to be paid from the Bay Area Reference Center funds, as such funds permit.

RESOLUTION #985

RESOLVED, that the Library Commission hereby authorizes the attendance of Vivian Goodwin at the institute on "The Catalog in the Age of Technological Change" sponsored by the Information Science and Automation Division and the Resources and Technical Services Division of the American Library Association, to be held May 19-20, 1977, in Los Angeles; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #986

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid, Eunice Parker, William Ramirez, and Helen Cannon at the Council meeting of the California Library

Association, to be held April 22, 1977, at the Pacifica Hotel, Los Angeles Airport; travel expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #987

RESOLVED, that the Library Commission hereby authorizes the attendance of Effie Lee Morris at the meeting of the California Library Association Standards for Children Committee held February 25-27, 1977, in Anaheim; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #988

RESOLVED, that the Library Commission hereby authorizes the attendance of James Reilly at the Association of Bay Area Governments Workshop on Principles of Library System: and Cost Analyses to be held April 22, 1977, in Berkeley; registration expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #989

RESOLVED, that the Library Commission hereby authorizes the attendance of ten children's librarians at the one-day Poetry Workshop sponsored by the Association of Children's Librarians of Northern California to be held Thursday, May 12, 1977 in Berkeley; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was reported that a bill (H.R. 3712) which would extend Library Services and Construction Acts (LSCA) through 1981 was passed by the House of Representatives by a vote of 368 to one.

It was moved by Commissioner Richardson, seconded by Commissioner Stern and unanimously approved, that a bill (S. 602) which is an amendment to the original LSCA bill be endorsed by the Commission and further that a letter be written by the Commission to the legislators stating its endorsement. It was voted to urge Senate adoption and requested that Mr. Frantz contact our California Senators.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the Library Commission write a letter to the Board of Supervisors stating that it does not concur with their Charter

Amendment of March 23, 1977, File No. 502-76, which deals with review of boards and commissions, to provide that each such board or commission shall be reviewed by the Board of Supervisors every four years to determine whether it shall continue to exist.

COMMUNICATION

1. President Englander read a letter to the Commission which was addressed to him from Mr. Joseph Feitas, District Attorney, that commended Mr. George Cerasi for his helpful services to the Family Support Bureau of the District Attorney's Office.

NEW BUSINESS

1. President Englander outlined a draft entitled: Policy Resolution: Committee Meetings of the Library Commission. He stated that this matter will be discussed and acted upon at the May meeting of the Commission.

2. It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved, that the following resolution be adopted:

RESOLUTION COMMENDING BERNARD ORSI

WHEREAS, Bernard Orsi has served the City and County of San Francisco with honor and distinction as Executive Aide to Mayor Joseph L. Alioto, General Manager of Civil Service and Personnel and Acting Director of the Port; and

WHEREAS, Bernard Orsi has attained an eminent reputation for innovation, skill and ability in the field of public personnel administration while serving as General Manager of Personnel; and

WHEREAS, Bernard Orsi has exemplified the attributes of vigor, intelligence and competence resulting in outstanding management success; and

WHEREAS, Bernard Orsi has on many occasions assisted the Library Commission and staff in resolving complex issues and has demonstrated his support for library services; therefore, be it

RESOLVED, that the members of the San Francisco Public Library Commission do hereby commend Bernard Orsi on his remarkable tenure of office and expresses its appreciation for his helpfulness and cooperation while serving the City and County of San Francisco; and be it

FURTHER RESOLVED, that the San Francisco Public Library Commission does hereby wish Bernard Orsi every success in his new undertaking and extends best wishes for a long, happy, healthy and successful life.

President Englander stated that an Executive Session of the Commission would be held immediately following a short recess of the Commission meeting. He stated that the Session was being held to discuss a personnel matter.

After a recess of five minutes the meeting reconvened in Executive Session. At this Session no action was taken on the personnel matter which was being discussed.

ADJOURNMENT

There being no further business to transact, the April 5, 1977 Commission meeting was adjourned at 7:45 P.M. in honor of Miss Rita Fanucchi, who has retired from the Personnel Department of the Library. It was requested that a letter of thanks and appreciation for her services and dedication be sent to Miss Fanucchi.

The next regular meeting will be held Tuesday, May 3, 1977, at 7:00 P.M. in the Excelsior Branch Library.

Respectfully submitted,

GEORGE CERASI
Secretary
San Francisco Public Library Commission

AFFIRMATIVE ACTION POLICY

"As racial discrimination is one of the most pernicious evils affecting our world and as the public library is a heghly visible and symbolic institution in the cultural and educational life of the community, the San Francisco Public Library must take a leadership position in combatting racism in all areas, especially within its own system.

Particular emphasis must be placed on employment as the Civil Rights Act of 1964 expressly forbids employment discrimination based on race, color, sex, religion or national origin. Thus our policy is to implement affirmative action as quickly as possible by achieving a workforce which reflects--at all levels--the racial and ethnic makeup of the City and County of San Francisco.

Specifically, this means that:

- Groups underrepresented in the workforce will receive special and preferred treatment with respect to active recruitment for hiring and promotion and special training for hiring and promotion;

- Minimum standards and timetables fro affirmative action will be developed so as to measure the effectiveness of this effort;

- Any obstacles to the hiring and promotion of minorities either within the Library system or Civil Service be removed immediately.

Although actual hiring and promotion will be done on the basis of individual merit, it will always be within the context of affirmative action.

In addition, the spirit of affirmative action will be reflected in all San Francisco Public Library programs and services directed to the community.

If the San Francisco Public Library is to remain relevant to its ideals and responsive to the needs of the communities it serves, affirmative action must be achieved and employees must consider themselves agents of this policy."

April 5, 1977

RESOLUTION NO. 979

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1977, be approved:

3602 PT Pages

Canepa, Andrew
Cruz, Francis
Jackson, Cynthia
Jones, Stephen
Szeto, Eileen

3602 PT Pages

Baer, Helen
Gordon, Bernard
Dobbs, Derrick
Thorwald, Robert

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted.

3602 PT Pages

Dawson, Alton
Chaw, Marcus
Choy, Frank
Freeman, Ted
Janson, Lynne

3602 PT Pages

Moyes, John

3610 PT Library Asst.

Mast, Robert

DOCUMENTS
MAY 2 1977
SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

May 3, 1977

The regular meeting of the San Francisco Public Library Commission was held May 3, 1977 at the Excelsior Branch Library.

The meeting was called to order at 7:20 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Stern, Weisberg, and Yung.

It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the April 5, 1977 Commission meeting minutes be approved with an amendment on page three, item one, under the Library Resources & Public Relations Committee report, that a fourth reason why no action will be taken, at this time, for the elimination of non-resident fees is because there is legislation pending in the State Legislature that could possibly provide reimbursement to public libraries for costs of providing direct service to residents of other jurisdictions.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Ms. Gloria Hansen, and Ms. Sally Houston, staff members of the Excelsior Branch were introduced to the Commission.

2. Our Budget is still in Executive Session before the Board of Supervisors and there is no news yet. The final budget should be known on May 16.

3. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved, that the Commission take a supporting position on the Roberti Senate Bill 359, which would outlaw discrimination by landlords against renters with children.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. There was a general discussion on the matter of relocating the Glen Park Branch because of the higher rent we are now paying. A suggestion was made by Mr. Jim Gravanis and Mr. Henry Goodman, representatives of the Glen Park Association, that the Library study the feasibility of building a permanent branch facility on property owned by BART at Diamond and Bosworth Streets. The Commission gave its support of this suggestion in the investigating phase. The matter was referred to Mr. Cerasi and Commissioner Weisberg and her Library Extension Committee.

STAFF REPORTS

1. None.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. A brief outline was given on the events that took place at the Northern California Friends Workshop, held Saturday, April 30. Mr. Frantz spoke at this workshop, which had as a theme, "The Library of the Future."

At this workshop Ms. Sue Hone, a Berkeley City Council member and a trustee of their Library Board, spoke about how effective Keep Libraries Alive would be throughout the State for supporting the passage of Senate Bill 792. It was requested that each Friends group get a KLA Chapter to speak for the Dunlap Bill which is now pending; also, that library users be encouraged to write their own senators or assemblymen with a copy to Senator Dunlap.

2. Mrs. Macduff mentioned that a recent Berkeley Public Library Survey had shown that patrons preferred to use the library on afternoons, Saturday and Sunday.

3. It was reported that the local Friends are in the midst of a drive for business memeberships, and have found a very good response in this area.

4. The Friends' 13th Annual Book Sale realized a profit of $27,522. This is the largest income the annual book sale has ever made, to date. Everyone is pleased that it was such a successful event.

KEEP LIBRARIES ALIVE REPORT
(MRS. MADCUFF REPORTING)

1. Mrs. Macduff stated that Ms Sally Brunn was responsible for duplicating the petitions that went to the Mayor and to the Finance Committee of the Board of Supervisors. She further congratulated Mr. Frantz and the staff of the Library for getting the budget through the Finance Committee with no problems.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. It was moved by Commissioner Richardson, seconded by Commissioner Callanan and unanimously approved, that the following resolution #996 be adopted:

WHEREAS, the San Francisco Public Library provides services to individuals and libraries throughout Northern California; and

WHEREAS, the State of California has never provided more than minimal financial assistance to local public libraries; and

WHEREAS, SB 792, currently before the State Legislature, would provide improved library services to all Californians through establishment of a statewide bibliographic network, reimbursement for libraries serving beyond their jurisdictions, and increase the amount of state financial assistance to local libraries; and

WHEREAS, the San Francisco Public Library and the citizens of San Francisco would receive direct and substantial benefits through adoption and funding of SB 792; therefore, be it

RESOLVED, that the Public Library Commission of San Francisco hereby urges passage and funding of SB 792.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. It was suggested at the Library Extension Committee meeting, held two weeks ago, that if we are going to pay higher rents for our rented branch properties we should negotiate better services for them.

2. It was reported that we should inform the Mayor and the Finance Committee of the Board of Supervisors, in a letter, of the dire effects that the loss of our CETA personnel would have on the Library, particularly at each branch. It was requested that Mr. Frantz write the necessary letter.

3. There seems to be no problem with the survey questionnaire as far as the Library Extension Committee is concerned.

4. Mr. Roberto Esteves spoke on the plans of an audio-visual center being set up, possibly, at the Presidio Branch Library. At this point they are waiting for the Board of Directors of the Pacific Heights Association to decide whether they want the project in their neighborhood or not.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

AD HOC MASTER PLAN AND MAIN LIBRARY COMMITTEES
COMMISSIONER MARJORIE G. STERN

1. It was reported that the San Francisco Foundation Grant has come through. This means that we will have more funds for the people who are working on the Master Plan survey. Mr. Belch, Library public relations officer, commented on the concept and sampling methods of the survey. Mrs. Stern explained that it was still in draft form and that a meeting on it was to be held May 11.

At the last meeting of the Ad Hoc Master Plan Committee a time-table was set up for the completion of the survey. A rough outline of the time-table is as follows:

...the final editing will be in about April or May; then a pre-test will take place for one week at which time any revisions necessary can be made; June or July would be the time for taking the survey; and August would be the time of tabulation with the final report ready in September.

2. At this time there is no planning money for a new Main Library. When the survey draft is finished the Commission will have to go to the Mayor and explain to him how important it is to the Library that he allow us to plan for the future of the San Francisco Public Library.

There was discussion of the various inputs to be considered in forming the Master Plan. The survey is not the only input; but, it is a helpful departure place.

Commissioner Englander stated that the chairperson of the Library Extension Committee, Commissioner Weisberg, will Chair the Ad Hoc Master Plan Committee as of June 1, 1977, in the stead of Commissioner Stern. He also stated that the chairperson of the Budget & Operations Committee, Commissioner Bransten, will be included on the Ad Hoc Master Plan Committee as of June 1. These changes are in accordance with the rules adopted for establishment of the Ad Hoc Master Plan Committee.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following resolution #990 be adopted:

APPROVED, that the non-civil service temporary and recertification of temporary appointments made during the month of April, 1977 be accepted. (SEE ATTACHED)

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the months of March and April, 1977 in the total amount of $1,669.35 be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following resolutions be adopted:

RESOLUTION #991

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the "Media Futures" Pre-Conference and ALA Conference to be held June 15-21, 1977 in Detroit; expenses to be paid by California Video Resource Project funds, as such funds permit.

RESOLUTION #992

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at the annual conference of the American Library Association in Detroit, Michigan, from June 16-23, 1977; travel funds to be paid from Bay Area Reference Center funds, as such funds permit.

RESOLUTION #993

RESOLVED, that the Library Commission hereby authoirzes the attendance of John C. Frantz, City Librarian, at the annual conference of the American Library Association to be held June 17-23, 1977, in Detroit, Michigan; expenses to be paid from City funds, as such funds permit.

RESOLUTION #994

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez, Nancy Kellum-Rose Linda Geistlinger, and Grace Ruth at the annual conference of the American Library Association to be held June 17-23, 1977, in Detroit, Michigan; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #995

RESOLVED, that the Library Commission accepts a gift of a 16 mm movie projector from the Home Savings and Loan Association with a value of $650.00. Said gift to be used at the West Portal Branch Library.

After the adoption of resolution #995 there was a separate motion to write a letter of acceptance and thanks to the Home Savings and Loan Association for this projector.

It was requested that the Library Resources & Public Relations Committee check to see if the Library needs to develop a policy for receiving gifts of equipment.

Commissioner Bransten expressed compliments to Mr. Frantz and the staff on their preparation of the budget. President Englander thanked Commissioner Bransten, and the Budget & Operations Committee for its part in getting the budget ready to present. Mr. Mcginnis, who spoke before the Supervisors on behalf of the talking books for the Blind & Physically Handicapped service was also praised for his efforts.

COMMUNICATION

1. President Englander read a letter to the Commission that was addressed to him from Ms. Betty Miller, who is an artist. The letter stated Ms. Miller's praise of the Main Children's Room and library services in general. It was requested that a copy of this letter be sent to Miss Morris, Coordinator of Children's Services.

NEW BUSINESS

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following be the schedule of meetings for the Library Commission during the remainder of the 1977 year:

June	-	Marina Branch
July	-	Main Library
August	-	NO MEETING
September	-	Bernal Branch
October	-	Sunset Branch
November	-	Main Library
December	-	Potrero Branch

2. It was decided that the June 7, 1977 Commission meeting, which will be held at the Marina Branch Library, begin at 7:30 P.M.

3. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the Policy Resolution: Commission Meetings of the Library Commission statement be adopted with certain words in the Reminder stricken. (SEE ATTACHED FOR THE EXACT ADOPTION.)

ADJOURNMENT

President Englander reported that at the Executive Session of the Commission held April 5, 1977 there was no vote or action taken on the matter discussed.

Commissioner Richardson wished to take this time to thank the staff of the Excelsior Branch for the very pretty flowers they had arranged on the meeting table.

There being no further business to transact, the May 3, 1977 Commission meeting was adjourned at 9:30 P.M.

The next regular meeting will be held Tuesday, June 7, 1977, at 7:30 P.M. in the Marina Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

May 3, 1977

RESOLUTION NO. 990

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of April 1977, be approved:

3610 Part-Time Library Assistant

Chin, Royston

3602 PT Pages

Medina, Joseph
Sachs, David
Santos, Joselito
Utevsky, Judith

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 PT Pages

Mahoney, James
Racle, Evelyn
Wong, Jolene

POLICY RESOLUTION: COMMITTEE MEETING OF THE LIBRARY COMMISSION

As a general practice, Commission committees will meet in the main branch of the library:

A) when the matters to be considered are not particular to a special area of the city.

B) when the professional expertise needed by the committee resides for the most part with personnel who work in the main building.

C) when those persons, other than library personnel, who might be centrally interested in matters to come before the committee reside in several areas of the city.

Exceptions to the general practice will be as follows:

A) at the discretion of the committee, upon the recommendation of its members, a committee dealing with problems affecting a specific branch or a specific geographical area of the city might decide to meet in one of the appropriate branches.

B) at the discretion of a committee chairman, a committee might be scheduled to meet at a special location--not a library building--to consider a highly specific problem relating to a specific area of the city--but at a location accessible to anyone in the city desiring to attend the meeting.

C) at no time shall a committee be scheduled to meet in a location where those attending could be placed in physical jeopardy--by foreknowledge or by prudent judgment of seriously negative, or threatening, circumstances.

D) once scheduled, no meeting of a committee can be cancelled, or its meeting place be changed, except by the committee chairman.

E) normally, a committee shall not schedule a meeting unless two-thirds of its members can agree to be present. However, once scheduled and within his/her discretion, the chairman of a committee can proceed with a meeting even if less than two-thirds of the committee members can be present.

F) at the convenience of a committee, it may decide to meet at a branch location if it does not require the professional expertise of personnel located elsewhere, except for the City Librarian and the chiefs of service.

G) when, or if, a library facility is unavailable to accommodate the anticipated numbers of those who might wish to attend, a committee or the Commission might designate any other suitable public site available for the meeting.

* * * *

REMINDER: In no event can the action of a Commission committee become Commission policy without a favorable vote by a quorum of the Commission present and voting at a duly announced meeting of the Commission.

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

June 7, 1977

The regular meeting of the San Francisco Public Library Commission was held June 7, 1977 at the Marina Branch Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Callanan, Richardson, Stern, Weisberg, and Yung. Commissioner Bransten was excused.

It was moved by Commissioner Weisberg, seconded by Commissioner Richardson and unanimously approved, that the May 3, 1977 Commission meeting minutes be approved with an amendment on page three, item four, under the Library Extension Committee report; that the sentence "At this point they are waiting for the Board of Directors of the Pacific Heights Association to decide whether they want the project in their neighborhood or not.", be striken from the minutes.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz and Mr. McNamee reported on the progress of Senate Bill 792. The Finance Committee of the State Senate had acted favorably on the bill Monday evening by a vote of 8 to 3. This bill will be up for final passage by the State Senate sometime before June 24. Several television stations are scheduled to broadcast editiorial support of the bill.

2. Mr. Frantz reported on the gifts that the Library had received from exhibitors at the American Booksellers Association, which last weekend held their first meeting here in San Francisco in almost forty years.

3. A brief outline was given on the Right to Read program which is operated as part of the U.S. Office of Education. The program attempts to reach the out-of-school adult who is illiterate, functionally illiterate, or who uses English as a second language and reads English with difficulty. The local goal is to reach approximately 150 persons per year for the three year length of the program and to effect "marked improvement" in the reading skills of at least 75% of the participants. The target is to achieve at least 10th grade reading level proficiency.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. It was reported that the landlord of the Glen Park Branch, Mr. Kelly, has suggested he will return the rent to the former level of $400 a month, instead of the earlier reported increase of $650. He said he would first like to have a meeting with Supervisor Molinari and discuss certain matters before going ahead.

2. The Commission was informed of the apprehension of the burglar who has committed many of the thefts that have taken place throughout the libraries in the City. It was reported that, to date, there have been no break-ins since his arrest three weeks ago at the Park Branch Library. It was requested that a letter of recommendation be written to the Chief of Police commending the apprehension.

STAFF REPORTS

1. None.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. The Friends held a meeting this afternoon on the business outreach project which has been fairly successful in getting business support and memberships.

They had also held a preliminary meeting on the neighborhood outreach project. There will be a meeting with Mrs. Scannell to determine how this can work with the branch librarians to get support for the libraries in the neighborhoods.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. No report.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. A draft of the Library Gift Policy, which was submitted by Commissioner Yung, was discussed at length by the Commission. It was moved by Commissioner Callanan, seconded by Commissioner Weisberg and unanimously approved, that this draft be reviewed by the City Attorney, for any recommendations, and then should come back before the Commission for approval at their next meeting.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved, that the following resolution #997, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of May, 1977. (SEE ATTACHED.)

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern reported that she had met with Mayor Moscone concerning the planning for a new Main Library. However, the Mayor will not be able to receive a delegation for the Library, on this matter, until sometime after August due to his very busy schedule.

LIBRARY EXTENSION AND AD HOC MASTER PLAN COMMITTEES
COMMISSIONER MARILYN K. WEISBERG

1. There was no report on the Ad Hoc Master Plan Committee other than that staff members had attended the last meeting and had put forward suggestions for the survey which were accepted.

2. Commissioner Weisberg suggested that despite the fact that Mr. Kelly is willing to lower the Glen Park Branch rent back to $400 a month, the Library should, at the suggestion of the Real Estate Department, continue to review other possible locations for this branch. Mrs. Scannell reported on some of the locations that she and Mr. Cerasi had looked at as possible locations for the Glen Park Branch.

3. It was moved by Commissioner Weisberg, seconded by Commissioner Yung and unanimously approved, that the following resolution #1003, be adopted:

WHEREAS, Greg Forsyth has installed several of his uniquely designed and executed hanging constructions or mobiles in the Bernal, Excelsior, Mission and North Beach branch libraries; and

WHEREAS, the presence of such works of art has enriched the environments of these branches by occupying formerly unhabited space with foci of attention which are both spiritually uplifting and pleasing to the eye; and

WHEREAS, Greg Forsyth has continued to maintain the quality of his works by visiting the branches and performing minor adjustments, as necessary; and

WHEREAS, Greg Forsyth has unselfishly shared the beauty of his art and accomplishment with the citizens of San Francisco without seeking or receiving remuneration; therefore, be it

RESOLVED, that the members of the San Francisco Public Library Commission do hereby commend Greg Forsyth for his philanthropy and expresses its appreciation for his contribution to the patrons of the San Francisco Public Library who have enjoyed, enjoy and will enjoy the pleasure of his art; and be it

FURTHER RESOLVED, that the San Francisco Public Library Commission does hereby wish Greg Forsyth every success in his efforts as an independent artist.

* * * * *

Mr. Doug Engmann and Ms. Marilyn Smulyan reported on the progress of the questionnaires for use in the library service needs survey. The 'Library User' questionnaire will be printed in the July edition of FREE, and additional copies will be printed and distributed at the Main and the branches. The 'General Public' questionnaire is also being duplicated and distribution is expected to start before the end of the month. It is planned that these will be returned by July 15. The responses will be analyzed and it is hoped that the results can be reported to the Commission in September.

After these progress reports and discussions on the survey, in which the 'Library User' questionnaire was amended, it was moved by Commissioner Callanan, seconded by Commissioner Stern and unanimously approved, that the Draft #3-Library User Questionnaire be approved as amended, and that the Draft #3-General Public Questionnaire be approved as submitted.

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Callanan, seconded by Commissioner Yung and unanimously approved, that the following resolution #998, be adopted:

AUTHORIZING APPROVAL AND SIGNATURE OF CONTRACT AGREEMENT NO. 7534 BETWEEN THE SAN FRANCISCO PUBLIC LIBRARY AND THE STATE LIBRARIAN OF THE STATE OF CALIFORNIA FOR A PUBLIC LIBRARY SERVICES ACT GRANT.

WHEREAS, the State of California under the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for funding improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a grant in the sum of Eighteen Thousand Four Hundred Twenty-three dollars ($18,423.00) as specified in Contract Agreement No. 7534; and

WHEREAS, Resolution No. 701-76 (file no. 214-76-4) adopted by the Baord of Supervisors of the City and County of San Francisco and approved September 10, 1976, authorizes the acceptance of said State funds; therefore, be it

RESOLVED, that John C. Frantz, City Librarian, is hereby authorized to sign Contract Agreement No. 7534 between the San Francisco Public Library and the State Librarian of the State of California, as our representative.

2. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following resolution #999, be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid at the annual conference of the American Library Association, June 17-23, 1977 in Detroit; expenses to be paid from State funds, (Public Library Services Act), in accord with no. 12-n of the Library's Plan of Services, as such funds permit.

3. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following resolution #1000, be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of eleven (11) library technical assistants at the California Library Employees Association workshop held Saturday, May 7, 1977 in Berkeley; expenses to be paid from State funds, (Public Library Services Act), in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

4. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following resolution #1004, be adopted:

WHEREAS, the National Endowment for the Arts has funds available for the Regional Development of Major Media Centers; and

WHEREAS, the San Francisco Public Library is desirous of applying to the NEA for funds to develop its major video resources for library service development, therefore, be it

RESOLVED, that the San Francisco Public Library Commission authorizes the application for National Endowment for the Arts funding during calendar year 1978.

COMMUNICATIONS

1. Mr. Cerasi stated that the Library was remembered in the will of Mr. Harry Peter Christensen. He called the attorneys to inquire further into this matter and they said when the probate is completed they will call him back with all the details. At this point, it seems that the Library will be receiving all of Mr. Christensen's music.

2. A letter concerning the Library's Affirmative Action Policy, addressed to the Library Commission, from Mr. John Walsh, General Manager of Personnel, was read at the meeting.

3. A letter addressed to Mr. John Spring, of the Recreation & Park Department and to Mr. Frantz, from Mr. Wallace Wortman, Director of Property, Real Estate Department was read to the Commission. After the letter was read the Commission discussed and tentatively approved employment of an appraiser to survey and evaluate the property which makes up the Fuhrman bequest. The total cost of the appraisal will not exceed $3,500 and will be paid half by the Library and half by Recreation & Park, which shares in the Fuhrman bequest. This matter was moved, tentatively*, by Commissioner Callanan, seconded by Commissioner Weisberg and unanimously approved.

*The approval was subject to a favorable opinion on the matter by Mr. Henry Bowles, a former Library Commissioner and a person who has knowledge of the property in Kern County, where much of the Fuhrman bequest is located.

4. The Commission debated and postponed action, at this time, on an addition to the Commission By-Laws (required by ordinance) which would require all Commissioners present to vote for or against all questions that come before the Commission unless excused from voting by a motion adopted by a majority of the members present.

NEW BUSINESS

1. There was discussion, but no action taken, on a resolution which dealt with the question of members of the Commission participating in political campaigns where they would be identified as Library Commissioners and where the possibility exists that animosities thus created might later damage the Library politically.

ADJOURNMENT

There being no further business to transact, the June 7, 1977 Commission meeting was adjourned at 10:55 P.M., in the honor and memory of Mr. Dale Fuller, a Friends volunteer who passed away last month. It was requested that a letter of sympathy be sent to his family.

The next regular meeting will be held Tuesday, July 5, 1977, at 4:00 P.M. in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
San Francisco Public Library Commission

June 7, 1977

RESOLUTION NO. 997

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May 1977, be approved:

1630 - Account Clerk

William Hom

3602 PT Pages

Carol Warren
Richard Zybert
Betty Lew

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 PT Pages

Mary Fitzpatrick
Craig Loy
Bassem Elias

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SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

July 5, 1977

The regular meeting of the San Francico Public Library Commission was held July 5, 1977, at the Main Library.

The meeting was called to order at 4:10 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Stern, Weisberg, and Yung. Commissioner Richardson was excused.

It was moved by Commissioner Yung, seconded by Commissioner Stern and unanimously approved, that the June 7, 1977 Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Frantz reported that Senate Bill 792 will be heard Thursday, August 4, by the Assembly Education Committee.

It was reported that the extension of LSCA is tied up in a House-Senate Conference Committee. The reason for the tie-up is that the Senate wants the extension for five years and special assistance for urban libraries; the House, however, does not agree. This matter will be taken up again when the conference reconvenes on July 11.

2. Mr. Frantz, Mr. McNamee, of BARC, Mr. Esteves, of CVRP, and Mr. Ramirez, Chief of the Main, gave brief outlines on their experiences at the ALA Conference that was held in Detroit last month.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Reported that the Recreation & Park Department Commission, at its meeting of June 16, 1977, approved a contract for services of Gimmy & Hamilton, Associates, in the amount of $1,750.00, for evaluation of the Fuhrman Bequest properties, total fee not to exceed $3,500.00, of which both the Library and Recreation & Park share; therefore, the Library's share would be $1,750.00.

It was, then, moved by Commissioner Weisberg, seconded by Commissioner Bransten and unanimously approved, that the Library agree to pay half of the fee ($1,750.00) for the appraisal of the Fuhrman Bequest properties.

It was requested that the Recreation & Park Commission be so notified.

STAFF REPORTS

1. Ms. Florence Mitchell, on behalf of the Librarians Guild, asked that the Library immediately institute reduced work week and permanent part-time schedules under legislation recently passed by the Board of Supervisors.

After a discussion between the staff and the Commission, in which several Commissioners stated they would like to have more information on this subject in order to know how to proceed, it was suggested that this matter be referred to the Personnel & Staff Relations Committee for a detailed report at the September Commission Meeting.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. No report.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern had no report to make, but she stressed that the Library must be persistant in looking for planning money for a new Main.

LIBRARY EXTENSION AND AD HOC MASTER PLAN COMMITTEES
COMMISSIONER MARILYN K. WEISBERG

1. A brief discussion among the Commissioners, some staff members, and several representatives from the Glen Park Association on the subject of relocating the Glen Park Branch Library was held.

After this discussion, it was moved by Commissioner Weisberg, seconded by Commissioner Stern and approved by the majority of the Commission, (Ayes: Commissioners Weisberg, Stern, Yung, and Bransten. - Noes: Commissioner Callanan.), that the following recommendation be implemented:

> 'The Extension Committee recommends moving the site of the Glen Park Branch Library to 653 Chenery Street at a monthly rental of $400 with three (3) one year options to renew at the same rent providing that the building can be renovated to meet the Library's needs.'

The recommended building will require considerable remodeling to meet the Library's needs, which the landlord has agreed to do. After the remodeling is completed, which will take several months, the branch will be able to move in.

The representatives from the Glen Park Association, who had attended the meeting, expressed pleasure with the recommended plans.

2. There was no report from the Ad Hoc Master Plan Committee.

It was stated that from August 1, to September 30, 1977 the members of the Ad Hoc Master Plan Committee will be as follows: Commissioner Richardson, Chairperson, Commissioner Bransten, and Commissioner Yung.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. It was reported that the Library Gift Policy is still pending in the City Attorney's Office.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Yung and unanimously approved, that the following resolution #1005, be adopted:

APPROVED, non-civl service temporary and recertification of temporary appointments made during the month of June, 1977.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. No report.

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Callanan and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the months of May and June, 1977, in the amount of $318.06, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1006

RESOLVED, that the Library Commission hereby authorizes the participation of Anne Roughton in presenting two BARC workshops--- "Penny-Pinching Publicity for Librarian" and "Graphics for the Non-Artist"---at the Southgate Community Library (Sacramento Public Library), Sacramento, California, on June 20 & 21, 1977; expenses to be paid from BARC travel funds, as such funds permit.

RESOLUTION #1007

RESOLVED, that the Library Commission hereby authorizes the attendance of Audrey Wood at the University of California Extension course, "The Creative Spirit: Children's Literature" to be given July 11-15, 1977 in Berkeley; expenses to be paid from State (Public Library Services Act) funds, in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #1008

RESOLVED, that the Library Commission hereby authorizes the acceptance of a teletypewriter-telephone for the deaf which will be donated by the Telephone Pioneers of America and Teletypewriters for the Deaf, Inc.

COMMUNICATIONS

1. A letter from Mr. Bernard Kelly, present landlord of the Glen Park Branch, to Mr. Wortman, of the Real Estate Department, was read to the Commission. The letter concerned the rent of the branch--rolled back from $650 per month to $400 per month.

2. A letter from Mrs. Julia Mendelson was read to the Commission. The letter expressed Mrs. Mendelson's appreciation of the helpful services she received from the Children's Room at the Main Library.

NEW BUSINESS

None.

ADJOURNMENT

The following is a revised schedule of meeting locations for the Library Commission for the remainder of the 1977 year:

SEPTEMBER 6 - PRESIDIO

OCTOBER 4 - BERNAL

NOVEMBER 1 - MAIN

DECEMBER 6 - SUNSET

There being no further business to transact, the July 5, 1977, Commission meeting was adjourned at 5:45 P.M.

The next regular meeting will be held Tuesday, September 6, 1977, at 7:30 P.M. in the Presidio Branch Library.

Respectfully submitted,

GEORGE CERASI
Secretary
Library Commission

July 5, 1977

RESOLUTION No. 1005

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June 1977, be approved:

3602 PT Pages

Ron Olson
Jeannette French
James Mahoney
Joseph Cruz

AND FURTHER, that the following resignations of non-Civil Service. part-time and temporary positions be accepted:

3602 PT Pages

Betty Lew
Andrew Canepa

SAN FRANCISCO PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

September 6, 1977

The regular meeting of the San Francisco Public Library Commission was held September 6, 1977, at the Presidio Branch Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Stern, and Weisberg. Commissioner Yung was excused.

It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the July 5, 1977 Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

Mr. Frantz introduced his wife, Mrs. Vivian Frantz, to the Commission.

1. It was reported that Mr. James Chaffee, a library patron, had filed a petition for Writ of Mandamus against the Library. The petition alleged violation by the library of the Brown Act in scheduling a site visit and Commission meeting at the Presidio Branch.

The petition was heard September 1, 1977 by Presiding Judge Lawrence Mana who referred it to Judge Edward Cragen. The library was represented by Mr. Edward Bacigalupi from the City Attorney's Office. Mr. Chaffee represented himself.

Judge Cragen found the issue moot because the meeting announcement dated August 31, 1977 placed the library in full compliance with the notification requirements of the Brown Act. The judge also noted the value to the community of private citizens who monitor the actions of public agencies and cautioned the library with respect to future compliance with the Brown Act.

2. The Librarian's Guild has filed an Unfair Labor Practice Charge against the Library, charging undue delay in the implementation of the Reduced Work-Week Program.

3. It was moved by Commissioner Stern, seconded by Commissioner Callanan and unanimously approved, that the Library's Plan of Service, which has been slightly amended, be adopted as submitted.

4. Mr. Frantz reported on his and Commissioner Bransten's visit to Sacramento in connection with SB 792. He stated that the Ways and Means Committee had voted favorably on a $3.3 million bill. There was a discussion held between the Commissioners as to whether or not it would be advisable to accept the bill in this amount when it would take more than this to implement many of the programs required in the new legislation. The Commission was divided as to whether to support the bill on this basis. It was noted that the State Librarian was not in favor of the bill, this year, if it could not be

raised to at least $6.6 million.

5. The District Attorney's Complaintmobile is scheduled to stop at the Main Library on September 7, 1977. The Complaintmobile is operated by the Consumer Fraud Division of the District Attorney's Office.

* * * *

President Englander wished to take this time to inform the Commissioners that the meeting was being privately tape-recorded by Mr. James Chaffee, who was in attendance at the meeting.

There was some objection among the Commissioners to Mr. Chaffee's private taping of the meeting. It was stated that the Commission would request the City Attorney's opinion as to whether the Commission may adopt a rule either permitting or denying such a privilege to anyone wishing to make a private recording of the Library Commission meetings.

However, for the reminder of the September Commission meeting, Mr. Chaffee was allowed to tape his private recording.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. Mr. Robert Snyder, a patron of the Ortega Branch Library, has requested that the Ortega Branch be opened on Saturdays.

2. It was suggested that all departments of the library send any of their mail to the Commissioners, to the Secretary's Office for mailing by that office, to save postage and time.

3. The Filipino Community and the San Francisco Public Library's John Cotton Dana Award Scrapbook was shown to the Commission. This scrapbook is entitled "Cultural Vibrations of a Vital Community" and will be placed, for display, in the San Francisco History Room of the Main Library. Mrs. Dalisay Balunsat, Coordinator of this program, was thanked by the Commission for her beautiful work.

4. President Englander requested that those Commissioners who have not yet turned in their completed Conflict of Interst Code forms to Mr. Cerasi, please do so as soon as possible.

STAFF REPORTS

1. Miss Dorothy Hult, who is now the official Acting Coordinator of Children's Services, gave the traditional September report on the Summer Reading Programs that went on throughout the library system this 1977 summer. The theme this year was "Discover Magic - Read and View". The program came to an appropriate and successful end with a magic show Thursday evening, September 1, at the San Franciscan Hotel. At this magic show Miss Morris was presented with a wall hanging quilt which expressed the appreciation of the children's librarians throughout the branches and the staff of the Office of Children's Services for her years of very capable leadership.

The 1977 Summer Reading Program was really a successful summer program.

2. Ms. Glenda Hooper and Ms. Margaret Pavelski, staff members of the Presidio Branch, were introduced to the Commission.

3. Prior to calling the meeting to order, the Commission, staff, and public were given a tour of the Presidio Branch by Mr. Roberto Esteves, including the areas used by the Archives for the Performing Arts, and the Friends' Book Sale. The tour was in connection with designating the Presidio Branch as the site for the new federally funded Communications Center and Media Literacy Project.

Mr. Esteves then took this time to show slides and use a opaque projector to outline plans for the project and the changes that would be necessary in the branch. There is $10,000 available in SFPL's annual budget to completely re-wire the facility and the local cable company has agreed to wire it for cable-television. A ramp, ground level entrance and an elevator for the handicapped will be provided at the Presidio Branch through allocated federal funds.

After a wide-ranging discussion that revolved around two problems (the difficulty in providing parking in the area, and the necessity of finding a new location for the Friends' Book Sale operation) the following took place:

It was moved by Commissioner Weisberg, seconded by Commissioner Callanan and unanimously approved, that the following Resolution #1018, be adopted:

> RESOLVED, that the Library Commission hereby designates the Presidio Branch Library (3150 Sacramento Street) as the site for the Communications Center and Media Literacy Project, which is federally funded by the Library Services and Construction Act.

It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1019, be adopted:

> RESOLVED, that the staff be instructed to work with the Friends and with the Commission to locate and obtain equivalent or superior space for the Friends' book sale project and to secure maximum possible assurances that such space will remain available on a continuing basis.

It was further moved by Commissioner Richardson, seconded by Commissioner Bransten and unanimously approved, that the following Resolution #1020, be adopted:

> RESOLVED, that in further planning for the Presidio Branch, every effort will be made to maximize the parking facilities as well.

Much of the equipment for the Communications Center and Media Literacy Project is already on order and renovation of the branch will begin soon.

4. Mr. Russell Hartley and Ms. Judith Solomon gave a very informative report on the impressive growth and vigor of the Archives for the Performing Arts which has been associated with the SFPL now for 20 months. They expressed hope that this relationship will be a permanent one.

FRIENDS' REPORT
MRS. GRACE MADCUFF

1. Reported that over 3,500 replies to the user survey have been received. The children's survey is completed, and the general public survey is well underway. When the replies have all been recorded and analyzed the Commission will hold a special meeting to hear the results.

2. Mrs. Macduff reminded everyone of the special Friends' Book Sale on September 24 and 25 at Pier 2, Fort Mason. Books will be selling for 20¢ each. She asked that everyone please attend.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

COMMUNITY AFFAIRS & LEGISLATION AND AD HOC MASTER PLAN COMMITTEES
COMMISSIONER RAYE G. RICHARDSON

1. No reports.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1009, be adopted:

> APPROVED, non-civil service temporary and recertification of temporary appointments made during the months of July & August, 1977.

2. On August 22 the Personnel Committee held a meeting at which they discussed the Reduced Work-Week Program. The City Librarian was directed to follow through on this project. Commissioner Callanan and Mr. Frantz reported that the necessary transfer of funds has been approved by the Mayor's Office, is now in the Controller's Office, and must still be approved by the Finance Committee and the entire Board of Supervisors.

Some members of the Guild, who were in attendance at the meeting, were unsatified with the results on this program, thus far.

3. Another matter discussed at the Personnel Committee meeting was the attendance of staff members at conferences. This matter was turned over to the administration for discussion and study.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. Commissioner Stern regretfully informed the Commission that Mr. Robert Meyer, who did a master plan survey for the library last year, is seriously ill. Mr. Meyer has sent a complete set of his master plan files to Mr. Frantz.

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the months of July & August, 1977, in the amount of $2,913.26, be accepted.

2. The following resolutions were moved by Commissioner Bransten, seconded by Commissioner Richardson and unanimously approved:

RESOLUTION #1010

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid at a meeting of the Government Relations Committee of the California Library Association, July 29, 1977, at the Orange County Airport; expenses to be paid from State funds (Public Library Services Act), in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #1011

RESOLVED, that the Library Commission hereby authorizes the attendance of William Ramirez, Helen Cannon, and Eunice Parker at the Council Meeting of the California Library Association, Sept. 16, 1977, at Culver City, California; expenses to be paid from State funds, as such funds permit.

RESOLUTION #1012

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid at the California Public Library Systems Council Meeting, September 15, 1977 in Los Angeles; and the Council Meeting of the California Library Association, Sept. 16, 1977, at Culver City, California; expenses to be paid from State funds, as such funds permit.

RESOLUTION #1013

RESOLVED, that the Library Commission hereby authorizes the participation of Anne Roughton, Carol Coon and Tom Fowler in presenting a BARC field workshop at the Lassen County Library in Susanville, California, on October 18, 1977, for librarians of the North State Cooperative Library System; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

RESOLUTION #1014

RESOLVED, that the Library Commission hereby authorizes the attendance Anne Roughton at a meeting of the Officers and Board of Directors of the California Society of Librarians, at Culver City, California, on September 16, 1977; expenses to be paid from Bay Area Reference Center travel funds, as such funds permit.

RESOLUTION #1015

RESOLVED, that the Library Commission hereby authorizes the attendance of Leslie Eldridge at the California Radio Reading Services Workshop to be held September 28, 1977, at the University of Southern California, Los Angeles; expenses to be paid from SFPL Communications Center and Media Literacy Project funds, as such funds permit.

RESOLUTION #1016

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the Metropolitan Library System Workshop on video services for the deaf, September 29-30, 1977, to be held in Sante Fe Springs; expenses to be paid from SFPL Communications Center and Media Literacy Project funds, as such funds permit.

RESOLUTION #1017

RESOLVED, that the Library Commission hereby authorizes the attendance of Versa Cullen and Joan Walton at a University of California extension seminar on "How to Handle People With Tact and Skill", to be held September 28, 1977; registration expenses to be paid from State funds, as such funds permit.

3. The Budget & Operations Committee will look into the progress of the supplemental budget request for additional Page hours and report at the October meeting.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. Mrs. Scannell outlined the proposed changes in branch open hours to the Commission. It was then moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1021, be adopted:

RESOLVED, that the Library Commission adopt the staff recommendations for changes in branch hours as outlined.

The changes in branch hours are to begin on the third of October, 1977

COMMUNICATIONS

1. The library recently received a letter from the Bank of America, executors of the estate of Angelo Caldart. Mr. Caldart has passed away and left a

bequest of $300 from his estate to the Library.

It was moved by Commissioner Stern, seconded by Commissioner Bransten and unanimously approved, to accept this gift and send a letter of thanks to those concerned.

2. A letter from the City Treasurer's Office, addressed to the Commission, dated August 2, 1977, was read at the meeting. Attached to the letter was the Annual Balance Sheet of the Treasurer's Cash Account for fiscal year ending June 30, 1977.

NEW BUSINESS

1. Mr. Chaffee explained to the Commission his reasons for filing a law suit against the Library Commission last month.

ADJOURNMENT

There being no further business to transact, the September 6, 1977, Commission meeting was adjourned at 11:10 P.M.

The next regular meeting will be held Tuesday, October 4, 1977, at 7:30 P.M. in the Bernal Branch Library.

Respectfully submitted,

GEORGE CERASI
Secretary
Library Commission

September 6, 1977

RESOLUTION NO. 1009

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the months of July and August of 1977 be approved:

3602 PT Pages	3602 PT Pages
Cheng, Shirley	Lee, Stephen
Chew, Connie	McGorrin, Siobain
Gillis, Durrelle	Oertel, David
Higgins, Daniel	O'Sullivan, Donna
Jeong, Gerald	Petty, Carol
	Staudenmeir, Lisa

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 PT Pages	3602 PT Pages
Chan, Marsha	Medina, Joseph
Clerk, Joyce	Mui, Theresa
Leung, Belinda	Toy, Jennie

DOCUMENTS
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SAN FRANCISCO
PUBLIC LIBRARY

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

October 4, 1977

The regular meeting of the San Francisco Public Library Commission was held October 4, 1977, at the Bernal Branch Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Stern, Weisberg, and Yung. Commissioner Richardson was excused.

It was moved by Commissioner Stern, seconded by Commissioner Yung and unanimously approved, that the September 6, 1977 Commission meeting minutes be accepted with an addition to them of the detailed resolution of changes in branch hours that was adopted under the Library Extension Committee Report.

Mr. Chaffee asked if it was ok to tape-record the Commission meeting. Mr. Cerasi reported that the City Attorney's opinion on this matter was that it is alright to tape a private recording of a public meeting if it does not interfere or in any way disrupt the meeting.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Ms. Ruth Maginnis, who is the Bernal Branch librarian, was introduced to the Commission.

2. It was reported that SB 792 was signed by Governor Brown at $5.3 million for the first year.

Mr. Frantz thanked everyone who had helped in support of the bill. President Englander wished the minutes to show the Commission's gratitude to Mr. Frantz for his very fine work in the process of getting this bill passed.

3. Planning is underway for the SFPL sponsorship of a syndicated taped book review program to be broadcast on radio station KKHI. This program is at no cost to the Library.

4. A bidders conference was held on the 19th of September for vendors of automated circulation systems for the Main Library. Bids are due in City Hall on October 15.

5. Preliminary planning for a possible conference on the future of urban main libraries has been undertaken by the Urban Library Council and the National Endowment for the Humanties. It is possible that this would be held in San Francisco next year.

6. We are in the concluding stages of the move in the operation of the Order and Catalog Departments.

7. The Library is participating in Supervisor Feinstein's committee to study ways of steming the exodus of middle-class people from San Francisco.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

* * * *

President Englander took this time to read a letter to the Commission from Mr. and Mrs. Paul Matzger, concerning the changes in services at the Presidio Branch Library. It was suggested that this matter be taken up later in the meeting under the Library Extension Committee Report.

STAFF REPORTS

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. The Pier 2, mini-flea-market-book-sale was a great success. The sale netted $3,575. The Friends are considering having the large annual book sale at Pier 2 also.

2. The Friends have applied for three CETA positions for the following: the Oral History project; the needs survey/master plan project; and the Newspaper Morgue File project. However, they only received two the three positions applied for, so they will go for the Oral History and the needs survey/master plan projects.

3. The Friends have sent a questionnaire to all candidates for the Board of Supervisors asking their stands on support for libraries. Their replies will be published in the November issue of Free.

4. A reception will be held Thursday, October 6, from 5:00 p.m. to 7:00 p.m, in the Special Collections Department of the Main Library, for an exhibit of the works of Mr. Wesley B. Tanner, who is a fine printer.

Also, a reception for artists and crafts workers who live in the Bernal Heights area, will be held Wednesday, October 5, at the Bernal Branch Library, located at 500 Cortland Avenue.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

The report was given by Mr. Frantz in Commissioner Richardson's absence.

1. The Community Affairs & Legislation Committee met September 14, and discussed SB 792. Soon after this meeting took place the Library's telephone and mail gram campaign on SB 792 was started because there had been rumors that Governor Brown might veto this bill. The campaign was started to show

the Governor that many people cared what happened to the library bill.

2. The Committee meeting also occured during the conclusion of the Conference Committee on the extension of the Federal Library Services and Contruction Act. This was reported on favorably by the Committee extending it to five years and retaining the special language for distributing Title One funds in excess of $60 million by the State to cities of 100,000 or more on the basis of the proportion of such cities to the total State's population. This extension was passed by the House a week ago Saturday, and has been acted on favorably by the Senate, so that the bill is in effect and the appropriation requests are now in process.

3. Ms. Flo Mitchell asked that the Commission give its endorsement to Proposition H, which is the City Employee's proposed Dental Plan. However, it was agreed that the Commissioners did not have sufficient information upon which to act and no motion to endorse the proposition was introduced. This matter will be held over until the November Commission meeting.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. Commissioner Yung has spoken with the Coordinators of Adult and Children's Services about the book selection policy which, it is agreed, needs to be updated and rewritten. There is work being done on this matter, but no report at this time.

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimoualy approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of September, 1977, in the amount of $868.92, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1024, be adopted:

> RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Hooper at the Video-tape Workshop, January 7-14, 1978, to be held at Lone Mountain College Video Center, funds to be paid by Communications Center funds, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1025, be adopted:

> AUTHORIZING APPLICATION OF THE SAN FRANCISCO PUBLIC LIBRARY FOR STATE FUNDS FOR IMPROVEMENT IN SERVICES, AND AUTHORIZING ACCEPTANCE THEREOF.
>
> WHEREAS, the Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita

grants for financing improved services in libraries; and

WHEREAS, the San Francisco Public Library is eligible for a per capita grant under this law based upon a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California in accordance with the provisions of this Public Library Services Act (Education Code section 2711 et seq.) for a per capita grant for the purpose of improving library services; now, therefore, be it

RESOLVED, that the Board of Supervisors does hereby approve the application for and acceptance of said grant; and be it

FURTHER RESOLVED, that this approval shall entail no additional financial contribution by the City and County of San Francisco.

4. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following Resolution #1026, be adopted:

AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE EXTENSION OF THE SAN FRANCISCO PUBLIC LIBRARY REFERENCE PROJECT FOR 1978-79.

WHEREAS, the San Francisco Public Library has been receiving funds since 1967 under the Federal Library Services and Construction Act administered by the California State Library for the operation of its reference project, the Bay Area Reference Center; and

WHEREAS, the San Francisco Public Library has been named one of two Regional Resource Centers in California under the Library Services and Construction Act in recognition of successful operation of the above reference project; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept funding for 1978-79 to be applied to the Bay Area Reference Center; and, be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

5. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1027, be adopted:

AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF FEDERAL FUNDS THROUGH THE STATE LIBRARY SYSTEM FOR THE DEVELOPMENT OF COMMUNICATIONS TECHNOLOGY FOR 1978-79.

WHEREAS, the California State Library has available Federal Library Services and Construction Act funds for the extension and improvement of public library services to people without adequate service; and

WHEREAS, the San Francisco Public Library desires to collect, disseminate varied informational, educational and cultural materials in all communications media; and

WHEREAS, the San Francisco Public Library has begun the development of communications services for the blind, deaf, and physically disabled and wishes to continue expanding its services to these citizens; therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept Federal LSCA funds for 1978-1979 for the development of communication services for the disabled; and be it

FURTHER RESOLVED, that this approval shall not commit the City and County of San Francisco to continuance beyond the period covered by said grant funds.

6. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1028, be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of James Reilly at the Information Science Seminar, presented by Golden Gate University in San Francisco, November 9, 16, & 23; expenses to be paid from City funds, as such funds permit.

7. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1029, be adopted:

RESOLVED, that the Library Commission hereby authorizes the attendance of Glenda Hooper at the Annual Western Conference of Librarians for the Blind and Physically Handicapped, October 20, 21, 1977, at Carson City, Nevada; expenses to be paid from State funds (Public Library Services Act), in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

8. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimoualy agreed to withdraw Resolution #1030.

9. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the following Resolution #1031, be adopted:

RESOLVED, that the City Librarian be, and hereby is, authorized to submit a supplemental budget request for $32,025 to restore 9,021 hours of page services made unavailable by the increase in hourly rate from $3.26 to $3.55.

10. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the following Resolution #1032, be adopted:

RESOLVED, that the City Librarian be, and hereby is, authorized to submit a supplemental budget request for $1,500 to pay costs involved in any disciplinary hearings, under Civil Service Rule 6.06, which requires the services of a hearing officer.

11. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1033, be adopted:

WHEREAS, San Francisco Public Library has offered art prints as part of its circulating collection to the public for 14 years; and

WHEREAS, the Library would like to adopt a circulating policy consistent for all materials regardless of format; therefore, be it

RESOLVED, that the Library Commission authorizes the circulation of Art Prints without surcharge or cost to library patrons in a manner consistent with the circulation of other library materials.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Weisberg and unanimously approved, that the following Resolution #1022, be adopted:

APPROVED, non-civil service temporary and recertification of temporary appointments made during the month of September, 1977.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. After some discussion among the Commissioners, public, and staff the following Resolution #1023 was moved by Commissioner Weisberg, seconded by Commissioner Yung and approved by a majority vote of the Commission (Ayes: Commissioners Weisberg, Yung, Bransten, and Stern. - Noes: Commissioner Callanan.):

RESOLVED, that the Library Commission change the hours of service at Ortega Branch to a Tuesday through Saturday schedule and Parkside Branch to a Monday through Friday schedule, to be effective November 7, 1977.

2. Three concerned patrons of the Presidio Branch neighborhood, Mr. and Mrs. Paul Matzger and Ms. Ann Lanzerotti, had attended the meeting to complain about the changes being made in services at the Presidio Branch, particularly the reduction in book services, in connection with changing the branch into a communications center.

There followed a wide ranging discussion on this matter in which Commissioner Bransten declared that he felt the public had not received sufficient information upon the matter of designating the Presidio Branch as the Communications Center and moved that the September action of the Commission doing so be reconsidered. Commissioner Stern also complained about lack of information on the project and seconded Commissioner Bransten's motion. Commissioner Yung reviewed the various reports on the project received by the Commission, and the committee and public hearings. It was then moved by Commissioner Weisberg, seconded by Commissioner Yung and approved by a majority vote of the Commission (Ayes: Commissioners Weisberg, Yung, and Callanan. - Noes: Commissioners Bransten, and Stern.) not to reopen the matter.

President Englander assured the concerned patrons that every effort will be made to provide the services the neighborhood needs, and to develop greater community involvement in planning for the project.

3. A patron of the Bernal Branch complained of difficulties in obtaining materials through intra/inter library loan and the SFPL's inadequate book holdings. She was asked to meet with Ms. Anne Kincaid following the conclusion of the meeting.

COMMUNICATIONS

1. It was noted that a letter concerning the opening, on Saturdays, of the Ortega Branch Library was received by the Commission Secretary. The sender of the letter will be notified that the Ortega Branch will be opened on Saturdays, as moved by the Commission earlier in the meeting.

NEW BUSINESS

1. None.

* * * *

As of October 1, 1977 to November 30, 1977 the members of the Ad Hoc Master Plan Committee will be as follows: Commissioner Bransten, Chairperson, Commissioner Yung, and Commissioner Callanan.

ADJOURNMENT

Commissioner Callanan requested that the November 1, 1977 Commission meeting be held in the evening and at a branch library rather than in the Main Library at 4:00 P.M. It was unanimously agreed by the Commission to hold the November meeting as requested.

There being no further business to transact, the October 4, 1977 Commission meeting was adjourned at 10:35 P.M.

The next regular meeting will be held Tuesday, November 1, 1977, at 7:30 P.M. in the Sunset Branch Library.

Respectfully submitted,

GEORGE CERASI, Secretary, Library Commission

October 4, 1977

RESOLUTION NO. 1022

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September 1977 be approved:

3602 PT Pages	3602 PT Pages
Brown, Reginald	Lee, Stephen
Cassetta, Marisa	Nhuong, Dareth
Cheung, Dennis	Stephens, Mary
Chew, Connie	Stratos, Rodetis
Fitzgerald, Mary	Yuen, William

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Junior Clerk Typist
Susan Daniel

3602 PT Pages	3602 PT Pages
Aymard, Claudine	Leiva, Ana
Fan, May	McSweeney, Gregory
Hom, Ivy	Marron, Thomas
Elizalde, Georgette	Ng, Timothy
Gee, Howard	Tsang, Homer

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SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

November 1, 1977

The regular meeting of the San Francisco Public Library Commission was held November 1, 1977, at the Sunset Branch Library.

The meeting was called to order at 7:40 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Weisberg, and Yung. Commissioner Stern was excused.

It was moved by Commissioner Weisberg, seconded by Commissioner Richardson and unanimously approved, that the October 4, 1977 Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Ms. Anne Schofield and Ms. Mary Jane Brown, librarians at the Sunset Branch were introduced to the Commission.

2. Supervisor Barbagelata has referred the Library's Reduced Work Week program back to the Finance Committee for further deliberation, so implementation of the program has had to be postponed.

3. The Friends' Library Needs survey is being tabulated and the results should be available and submitted to the Commission at their December meeting.

4. The City Purchaser has provided the Library with the five bids on a new automated circulation system. These are being reviewed and it is hoped that a contract will be awarded by the end of the year.

5. Plans are proceeding for a national conference on the future of the urban central library which would be held in San Francisco in the Spring of 1978.

6. Mr. Frantz will be a member of the oral board, in Los Angeles and San Francisco, that will be examining candidates for county librarian jobs, November 3, December 1 and 2.

7. Mr. Frantz had participated in a conference held last Friday by the Western Book Publisher's Association on the new Copyright Act. He was the library resource person; he felt that libraries and their patron's rights to fair use will be relatively unimpaired.

8. Questions have been raised about the Library's compliance with the Brown Act in some committee meetings which were attended by Commissioners not on the committee and who's presence constituted a quorum of the Commission. Mr. Frantz discussed this matter with the Deputy City Attorney, over the telephone, and was assured that there was no violation of the Brown Act made. Mr. Frantz has submitted a formal written request for the City Attorney's opinion on this question. A response to this request is expected before the December Commission meeting.

9. Mrs. Scannell gave an update on the meetings being held between the Communications Center/Presidio Branch and neighbors of the area. There are several people who seem satisfied with the efforts being made for the best service possible in this matter. The Library has agreed to reshelve the juvenile collection in its separate room and to store on the premises any books removed so far. However, there are still some dissatisfied members of the community.

It was reported that Mr. John T. Hansen, Attorney at Law, has written a letter to the Commission communicating his dissatisfication in this matter. President Englander stated that he will reply to Mr. Hansen's letter clarifying the several issues he had raised.

10. Mr. Frantz commended Mr. Dave Belch for his competent work in publicizing the "Fine Free Week" at the Library to be in effect November 1-10, 1977.

11. It was moved by Commissioner Weisberg, seconded by Commissioner Richardson and unanimously approved, that the revised schedule of "Charges For Lost Materials" be adopted.

It was amended by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following be added to the adopted revised schedule of "Charges For Lost Materials":

> "When a patron provides the library with a replacement copy of a lost book, the processing charge will not be imposed."

12. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that a five day Monday-Friday schedule for the weeks of December 19 and 26, 1977 be implemented. This means that all SFPL employees will be scheduled to work Monday through Friday for those two weeks. Because Christmas and New Year's Day fall on Sunday, with a holiday celebrated Monday, this will give two three-day weekends for the Christmas and New Year holidays. The Library will be closed on December 24, 25, 26, 31, 1977, and January 1 and 2, 1978.

President Englander recommended that the staff prepare a fiscal year calendar of holidays, etc. so the Commission may anticipate closings and to submit it annually, in July, to the Commission for approval. At the December meeting, staff is to present a calendar of all holidays or schedule changes needed until June 30, 1978.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. No report.

* * * *

It was moved by Commissioner Callanan, seconded by Commissioner Bransten and unanimously approved, that, as requested by the City Attorney's Office, the following by law be adopted:

"requiring that each member present at a meeting of such board or commission when a question is put shall vote for or against it, unless he/she is excused from voting by a motion adopted by a majority of the members present."

President Englander stated that, in future, a roll call vote on all major issues will be taken of the Commission.

STAFF REPORTS

1. The proposition that would provide a dental plan for City employees was discussed but no action taken. Florence Mitchell explained that the Librarian's Guild was not seeking endorsement by the Library Commission at this point since it would be too late to be useful. The Guild did send a letter to the Mayor complaining of the Commission's failure to act on this subject at their October meeting.

* * * *

It was requested of the Secretary of the Library Commission that the Librarian's Guild have a permanent separate place on the Commission meeting agenda, not under Staff Reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

1. Mrs. Macduff suggested that the branch libraries be offered to candidates for Supervisors as local district meeting places. This suggestion was referred to the staff by President Englander. Also suggested was an orientation tour for the new Supervisors.

President Englander complimented the Friends on their letters to the candidates for Supervisors.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE PEARL-SCHULER

1. No report.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. After a short discussion on the unsatisfactory maintenance of the copy machines in the Main Library, which Commissioner Richardson had experienced, it was suggested that we investigate several companies when our contract comes up for renewal next, in order to get the best service possible.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. It was moved by Commissioner Weisberg, seconded by Commissioner Callanan and unanimously approved, that the Commission accept a gift of a weaving (wall hanging) for the Noe Valley Branch from Ms. Cecily Geldmacher.

Ms. Geldmacher received a grant from the California Arts Council for the materials used in the weaving. She will be honored at the Noe Valley Branch with a reception on November 15, and there will be an exhibit of her textiles through January 15.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following Resolution #1034, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of October, 1977.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. It was moved by Commissioner Yung, seconded by Commissioner Richardson and unanimously approved, that the following recommendation of Commissioner Yung's for the new Gifts Policy be adopted. (SEE ATTACHED)

2. It was moved by Commissioner Callanan, seconded by Commissioner Weisberg and unanimously approved, to inform the members of the Joint School District-Public Library Task Force that we have received a copy of their report. The report was referred to the Library Resources and Public Relations Committee for a procedure that the Commission should follow, and will be discussed further at the December meeting.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Yung and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of October, 1977, in the amount of $398.71, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1035

RESOLVED, that the Library Commission hereby authorizes the attendance of Gilbert W. McNamee at a Colloquium in Los Angeles, November 1, 1977, sponsored by the California Library Authority for Systems and Services (CLASS), the National Commission on Libraries and Information Science, and the Library of Congress; expenses to be paid from Bay Area Reference Center funds, as such funds permit.

RESOLUTION #1036

AUTHORIZING APPLICATION OF THE SAN FRANCISCO PUBLIC LIBRARY FOR FEDERAL FUNDING FOR IMPROVEMENT OF LIBRARY SERVICES TO ASIAN AMERICANS FOR 1978-79, AND AUTHORIZING ACCEPTANCE THEREOF.

WHEREAS, the California State Library has available federal Library Services and Construction Act funds for the extension and improvement of public library services both to geographic areas and to groups of people without adequate services; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California to extend and improve services to the people of San Francisco; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept federal funding for 1978-79 as provided by grant award(s) approved by the State Librarian, and the San Francisco City Librarian is hereby authorized to sign subsequent agreements for approved grant award(s), said Librarian to advise the Board of all grant awards; and be it

FURTHER RESOLVED, that this approval does not entail any further matching financial contribution nor does it commit the City and County of San Francisco to continuance beyond the period covered by said grant funds unless duly considered and deemed desirable for the best interest of the citizens of the community to do so.

RESOLUTION #1037

AUTHORIZING APPLICATION OF THE SAN FRANCISCO PUBLIC LIBRARY FOR FEDERAL FUNDING FOR THE IMPROVEMENT OF INFORMATION AND REFERRAL SERVICES FOR 1978-79, AND AUTHORIZING ACCEPTANCE THEREOF.

WHEREAS, the California State Library has available federal Library Services and Construction Act funds for the extension and improvement of public library services both to geographic areas and to groups of people without adequate services; and

WHEREAS, the San Francisco Public Library is desirous of making application to the State of California to extend and improve services to the people of San Francisco; now, therefore, be it

RESOLVED, that the San Francisco Public Library be authorized to apply for and accept federal funding for 1978-79 as provided by grant award(s) approved by the State Librarian, and the San Francisco City Librarian is hereby authorized to sign subsequent agreements for approved grant award(s), said Librarian to advise the Board of all grant awards; and be it

FURTHER RESOLVED, that this approval does not entail any further matching financial contribution nor does it commit the City and County of San Francisco to continuance beyond the period covered by said grant funds unless duly considered and deemed desirable for the best interest of the citizens of the community to do so.

RESOLUTION #1038

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid at the meeting of CLASS on "The National Library and Information Services Network: The California Perspective" to be held in Los Angeles, November 1, 1977; expenses to be paid from State funds, as such funds permit.

RESOLUTION #1039

RESOLVED, that the Library Commission hereby authorizes the attendance of Anne Kincaid at the "Fees for Library Services Institute" sponsored by the Library Institutes Planning Committee, October 28-29, 1977, to be held in Palo Alto, California; registration expenses to be paid from City funds, as such funds permit.

3. The Library expects our supplemental budget request for Page Hours to be approved by the Mayor's Office soon.

COMMUNICATIONS

1. There were several communications concerning the changes in schedule at Parkside and Ortega Branches. These were referred to the Library Extension Committee. Commissioner Weisberg commented that her committee may well consider a plan under which all branches on a five-day schedule would be open Tuesday through Saturday.

2. There was a brief note from two unknown patrons complaining about the closing of the Eureka Valley Branch on Saturdays.

NEW BUSINESS

1. It was moved by Commissioner Weisberg, seconded by Commissioner Yung and unanimously approved, that the following schedule for Commission meetings for 1978 be adopted:

JANUARY	-	MAIN LIBRARY	JULY/AUGUST	-	MAIN LIBRARY
FEBRUARY	-	ANZA	SEPTEMBER	-	WESTERN ADDITION
MARCH	-	MISSION	OCTOBER	-	NORTH BEACH
APRIL	-	MAIN LIBRARY	NOVEMBER	-	MERCED
MAY	-	GOLDEN GATE VA.	DECEMBER	-	EUREKA VALLEY
JUNE	-	WEST PORTAL			

This schedule can and will be changed if it is deemed necessary.

2. President Englander suggested that the Commissioners explore the idea of establishing a set day and time, monthly, for their Committee meetings. It was asked the committee chairpersons try to do this for three months in a row, on a trial basis.

ADJOURNMENT

There being no further business to transact, the November 1, 1977 Commission meeting was adjourned at 10:00 P.M.

The next regular meeting will be held Tuesday, December 6, 1977, at 7:30 P.M. in the Potrero Branch Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

LIBRARY GIFT POLICY

It is the policy of the San Francisco Public Library to solicit and accept unconditional gifts or bequests of money, negotiable securities, and other library materials which meet the library's criteria for book selection and collection development.

In general, gifts of artifacts or art objects are not encouraged unless they relate directly to the library's present collections, e.g., the police museum, history of western printing, etc.

Decisions by the library on accepting conditional gifts or bequests will be made by the San Francisco Public Library Commission on a case-by-case basis, after consultation with staff. Some of the elements of conditional gifts or bequests which will be given consideration include the following:

Size or value;

Creation of future financial expenditures by the library for staffing, housing, maintenance, operation or repair of the gift;

Limitations on the location, dispersal, liquidation, or disposal of the gift;

Limitations or restrictions on public access to the materials or collections to be given to the library;

Long-term loans of materials title to which remains vested in the donor, heirs, or other third party; and

Any other limitations or considerations that conflict with current library policies.

Appendix

The following language is recommended for bequests to the library or to the Friends of the Library:

"I give, devise and bequeath the sum of -X- dollars to the City and County of San Francisco for the sole use and benefit of the San Francisco Public Library."

OR

"I give, devise and bequeath the sum of -X- dollars to the City and County of San Francisco to be used by the San Francisco Public Library for the purpose of..."

OR

"I give, devise and bequeath the sum of -X- dollars to the Friends of the San Francisco Public Library, a California non-profit organization.

November 1, 1977

RESOLUTION NO. 1034

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October 1977 be approved:

3602 PT Pages	3602 PT Pages
Chan, Regina	Hall, Sharon
Chapman, Anthony	Jung, Tedman
Colaco, Kevin	Melara, Humberto
Cronbach, Elizabeth	Wong, Gregory
Fong, Jeffrey	

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 PT Pages	3602 PT Pages
Kong, Leslie	Utevskey, Judith
Lee, David	Yuen, Geoffrey

P76
+2
2/6/77

SAN FRANCISCO PUBLIC LIBRARY

COMMISSION MEETING

Minutes

December , 1977

The regular meeting of the San Francisco Public Library Commission was held December 6, 1977, at the Potrero Branch Library.

The meeting was called to order at 7:35 P.M. by President Englander.

On roll call, the following were noted present: Commissioners Englander, Bransten, Callanan, Richardson, Stern, Weisberg, and Yung.

It was moved by Commissioner Weisberg, seconded by Commissioner Bransten and unanimously approved, that the November 1, 1977 Commission meeting minutes be accepted.

CITY LIBRARIAN'S REPORT
MR. JOHN C. FRANTZ

1. Mr. Richard Shouse, Mr. Frank Gerendasy, and Ms. Ruth Gray, librarians at the Potrero Branch, were introduced to the Commission.

2. It was moved by Commissioner Weisberg, seconded by Commissioner Stern and unanimously approved, that the Memorandum of Understanding between the SFPL and the Librarian's Guild, be ratified as submitted. Everyone involved in completing this document was thanked.

3. It was reported that the series of 12 in-service training sessions for staff, on the problems of dealing with disruptive patrons, was concluded this morning. Mr. Frantz has asked the instructor of these sessions, Mr. Jack McKenzie, to write an article for the professional library press describing the course.

4. The California Library Association will be meeting in San Francisco at the S.F. Hilton Hotel, December 10-14, 1977.

5. Mr. Frantz has, in the final stages of preparation, a guide to the S.F. neighborhood libraries arranged by supervisorial districts. He hopes to develop a document that will explain to the general public what the public library is, what it tries to do, what the difference is between the Main Library and neighborhood libraries and what some of the problems are that face the SFPL, not excluding the obsolete Main Library.

6. Bidders for the new circulation system have been reduced to two proposals which are still being considered.

7. Mr. Frantz and Ms. Anne Kincaid have held meetings with representatives of the Oakland Public Library and it has been agreed that the two libraries will make cooperative efforts in the area of services to Asian patrons.

8. The SFPL had visits this week by two distinguished librarian: Mr. Ghassan Lahham, Director of the Presidential Palace Library, Damascus, Syria; and Mr. Isaac M. Kigongo-Bukenya, Deputy Director of Uganda Public Library Services, Kampala, Uganda.

Mr. Frantz stated that he believed the International Exchange of Librarians is a very good program and would have far reaching results.

SPECIAL ORDER OF BUSINESS

1. After a two-hour long, wide-ranging, discussion between the Commissioners, staff, members of the Task Force, and the public, on the Joint School District-Public Libraries Task Force report, the following took place:

a) It was moved by Commissioner Yung, seconded by Commissioner Callanan and unanimously approved, that current areas of cooperation between the school district and the public library will be continued and extended where possible.

b) It was moved by Commissioner Yung, seconded by Commissioner Stern and unanimously approved, that Mr. Frantz be instructed to meet with Superintendent Alioto to decide what can usefully and practically be done on the staff level to increase inter-institutional cooperation.

c) It was moved by Commissioner Yung, seconded by Commissioner Stern and unanimously approved, that the Task Force be thanked for all their hard work in completing the report.

d) It was moved by Commissioner Weisberg, seconded by Commissioner Richardson, and approved by the majority of the Commission (Ayes: Commissioners Weisberg, Richardson, Bransten, Callanan, and Stern. - Noes: Commissioner Yung.), that President Englander be authorized to open discussions with members of the School Board exploring areas of possible cooperation.

e) A motion to discharge the Task Force, at this time, was withdrawn.

2. Due to the illness of Ms. Marilyn Smulyan, there was no report given on the results of the Library Needs Survey.

3. Mrs. Scannell gave a short progress report on the preparations going forward at the Presidio Branch for the implementation of services of the Communications Center.

SECRETARY'S REPORT
MR. GEORGE CERASI

1. It was reported that the Bank of America's Trust Department is still not near a settlement in the matter of Mr. Angelo Caldart's estate. Mr. Caldart, in his will, has left the Library $300.

2. It is expected that the Glen Park Branch will move to its new location shortly after the first of the year.

LIBRARIAN'S GUILD REPORT
MISS FLORENCE MITCHELL

1. The Commission was thanked for approving the Christmas and New Year holidays as requested.

2. Mr. Frantz, and everyone who was involved, were thanked for making the problem patron course possible.

3. It was reported that the Guild has also unanimously ratified the MOU.

4. Miss Mitchell reported the names of the newly appointed officers of the Librarian's Guild to the Commission. They are:

President	- Joan Jackson
Vice President	- Joe Sugg
Corresponding Secretary	- Dan Tatko
Recording Secretary	- Sally Houston
Stewards	- Jack Coll, Joan Dillon, Tom Fowler, Mary Landgraf, Florence Mitchell, Lee Smith, Florence Lee, Stephanie Row, and Tibby Storey

OTHER STAFF

1. No reports.

FRIENDS' REPORT
MRS. GRACE MACDUFF

Miss Stong reported in the absence of Mrs. Macduff.

1. An oral report on the library needs survey results is to be made to the Friends, at their meeting, on Wednesday, December 7.

2. It was announced that the Friends are planning for the Library's 100th anniversary in 1978; they will continue their Black Oral History project for another year; they will also provide $1,000 for Special Collections Department programs; and $500 for a brochure about that department. The Friends recently provided $300 for movie screens and $300 for dictionaries for the jails.

3. The Friends will also be discussing the Joint School District-Public Libraries Task Force report in more detail.

KEEP LIBRARIES ALIVE REPORT
MRS. BILLIE-PEARL SCHULER

1. No report.

COMMUNITY AFFAIRS & LEGISLATION COMMITTEE
COMMISSIONER RAYE G. RICHARDSON

1. No report.

PERSONNEL & STAFF RELATIONS COMMITTEE
COMMISSIONER EDWARD F. CALLANAN

1. It was moved by Commissioner Callanan, seconded by Commissioner Richardson and unanimously approved, that the following resolution #1040, be adopted:

APPROVED, Non-Civil Service Temporary and Recertification of Temporary appointments made during the month of November, 1977.

LIBRARY EXTENSION COMMITTEE
COMMISSIONER MARILYN K. WEISBERG

1. Commissioner Weisberg reported that the Library Extension Committee is still considering a proposal that all branches on a five day schedule be open Tuesday though Saturday.

2. The Committee is also working on a new policy for the use of branch meeting rooms when staff is not on duty.

MAIN LIBRARY COMMITTEE
COMMISSIONER MARJORIE G. STERN

1. No report.

LIBRARY RESOURCES & PUBLIC RELATIONS COMMITTEE
COMMISSIONER JUDITH YUNG

1. No report.

BUDGET & OPERATIONS COMMITTEE
COMMISSIONER EDWARD BRANSTEN

1. It was moved by Commissioner Bransten, seconded by Commissioner Stern and unanimously approved, that the expenditures from the Fuhrman Fund for the purchase of books for the month of November, 1977 in the amount of $1,368.95, be accepted.

2. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the following resolutions be adopted:

RESOLUTION #1041

RESOLVED, that the Library Commission hereby authorizes the attendance of Roberto Esteves at the American Library Association Mid-Winter Conference, January 21-26, 1978; expenses to be paid from LSCA Communications Center funds, as such funds permit.

RESOLUTION #1042

WHEREAS, the SFPL seeks to provide video information services to the deaf and hearing impaired, and

WHEREAS, the 3M Corporation has expressed a desire to donate a video character generator to the SFPL Communications Center, therefore, be it

RESOLVED, that the San Francisco Public Library Commission hereby accept this generous donation of the 3M Corporation, and, be it

FURTHER RESOLVED, that a letter expressing the Commission's gratitude be forwarded to the 3M Corporation.

RESOLUTION #1043

RESOLVED, that the Library Commission hereby authorizes the attendance of three Library Technical Assistants at the 1978 Workshop sponsored by the S.F. Bay Region Chapter of Special Libraries Association on January 12 & 13, 1978, which is to be held in San Francisco; expenses to be paid from State funds, (Public Library Services Act) in accord with no. 12-n of the Library's Plan of Service, as such funds permit.

RESOLUTION #1044

RESOLVED, that the Library Commission hereby authorizes the attendance of Grace Ruth at the Mid-Winter Conference of the American Library Association, January 22-28, 1978, to be held in Chicago; expenses to be paid from City funds, as such funds permit.

3. It was moved by Commissioner Bransten, seconded by Commissioner Weisberg and unanimously approved, that the increased price, from $10.00 to $12.50, for the Union List of Periodicals Catalog be established.

COMMUNICATIONS

1. A letter from Ms. Edna Leste concerning the closing of the Parkside Branch on Saturdays was read to the Commission.

2. It was moved by Commissioner Callanan, seconded by Commissioner Weisberg and unanimously approved, that the Chinatown Branch be closed at 5:00 P.M. on Tuesday, February 7, 1978, in honor of the Chinese New Year. This matter was requested of the Commission, in a letter, by Ms. Stella Chan, Chinatown Branch Librarian.

3. It was reported that the Commissioners are requested, in a letter from the Mayor's office, to file their statements of economic interest at the earliest possible opportunity.

4. A letter from Mrs. Eldoris Cameron, Chairperson of the Black History Week Committee, was read to the Commission. The letter requested that the public libraries recognize Black History Week by planning Black History Week exhibits of books and literature depicting contributions of Black Americans. The letter was referred to Mr. Frantz.

NEW BUSINESS

1. It was moved by Commissioner Weisberg, seconded by Commissioner Richardson and unanimously approved, that the proposal for Committee re-organization be held over until the January meeting of the Commission.

2. It was moved by Commissioner Bransten, seconded by Commissioner Callanan and approved by the majority of the Commission (Ayes: Commissioner Bransten, Callanan, Richardson, Stern, and Yung. - Noes: Commissioner Weisberg), that the following amendment to the Commission By-Laws be accepted:

"At the December meeting of the Library Commission, the President of the Commission shall appoint a Nominating Committee consisting of one of its officers other than the President and two members who are not officers to nominate officers for the ensuing year. This Nominating Committee shall then submit its nominations for election at the January meeting. These nominations made by the Nominating Committee shall not, however, preclude other nominations being made from the floor by the Commission at the January meeting."

Commissioners Stern (Chairperson), Bransten, and Callanan were appointed to this Nominating Committee. All committee meetings are open, so public announcement of this committee meeting will be made.

3. It was moved by Commissioner Richardson, seconded by Commissioner Stern and unanimously approved, that the following amendment to number I, item D, paragraph two, of the Commission By-Laws be accepted:

"The City Librarian and the Secretary of the Commission shall hold office at the pleasure of the Commission."

ADJOURNMENT

There being no further business to transact, the December 6, 1977 Commission meeting was adjourned at 10:45 P.M.

The next regular meeting will be held Wednesday, January 4, 1978, at 4:00 PM, in the Main Library.

Respectfully submitted,

George Cerasi

GEORGE CERASI
Secretary
Library Commission

December 6, 1977

RESOLUTION NO. 1040

RESOLVED, that the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November 1977 be approved:

3602 PT Pages	3602 PT Pages
Randall Yu	Nancy Yue
Dexter Lee	Edward Cunanan
Shirley McCary	Mary Jean Scanlan
Terence Shum	

AND FURTHER, that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 PT Pages	3602 PT Pages
Laurie Cheung	Steven Toy
Wayman Wong	Tosh Kashiwagi
Peter Chin	